

I. CALL MEETING TO ORDER

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, November 22, 2016 at the Clara B. Worth School Media Center, 57 Central Parkway, Bayville, New Jersey. Board President, Edward F. Cammarato 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 April 15, 2016 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

The meeting was opened with a salute to the flag. Mr. Cammarato asked for a moment of silence for our military serving overseas.

III. ROLL CALL

PRESENT: Mr. Fisher, Mr. Guarascio, Mr. MacMoyle, Mr. Martino, Mr. Pellecchia,
Mr. Tuminaro, Mr. Ytreboe, Mr. Cammarato

ABSENT: Mr. Reuter

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

IV. PRESENTATIONS

Thompson Charitable Foundation check presented by Dr. & Mrs. Thompson for the CBW Color-A-Thon and accepted by Cara Burton on behalf of the CBW PTA.

Presentation of a check by Berkeley Township staff to Berkeley Township Environmental Education Program Foundation.

Mr. Ytreboe left at 6:40 pm.

Special Olympics Grant presentation by Joseph Zacccone and Michael Colarusso.

V. EXECUTIVE SESSION

A motion was made by Mr. Guarascio, second by Mr. Tuminaro, and all in favor that the Board move to Executive Session at this time, 7 pm for the purpose of discussing confidential student matters.

VI. ROLL CALL

A motion was made by Mr. Pellecchia, second by Mr. MacMoyle , all in favor that the Board reconvene into public session at this time, 7:10 pm.

PRESENT: Mr. Fisher, Mr. Guarascio, Mr. MacMoyle, Mr. Martino, Mr. Pellecchia, Mr. Tuminaro, Mr. Cammarato

ABSENT: Mr. Reuter, Mr. Ytreboe

VII. PRESIDENT'S REPORT

Mr. Cammarato reviewed events that happened in each of the schools over the past months.

Mr. Cammarato reminded parents to partner with their child's teacher.

Our recent election had unflattering and inaccurate information put out in reference to this district. If you hear inflammatory information, and if you have questions, come to the helm. This is a 9 member board, with a Superintendent, Director of Child Study Team and a Business Administrator. This is a public body meant to serve you, the people. My mother said, "The truth can be said in a sentence, a lie takes a paragraph." Please come to the meetings to hear the truth.

Mr. Cammarato asked if any other Board Members would like to add any comments.

Mr. Pellecchia thanked all the citizens of Berkeley Township for their votes and vote of confidence. All of us do the best we can as we serve on this Board.

John MacMoyle stated this was his last meeting tonight. It was an honor to be a part of this school system. His son is applying to college and he can't say enough good things about this district. It has been an honor and wants to thank everyone for the opportunity to serve this community.

Mr. Cammarato thanked both Mr. Pellecchia and Mr. MacMoyle for their service.

Mr. Fisher stated he was sorry to see Mr. MacMoyle go, but happy that people stepped up and are interested in becoming a part of the solution.

Dr. Roselli introduced Michele Shedlock, future Board Member and welcomed her to the meeting.

VIII. SUPERINTENDENT'S REPORT (Attachment 1)

IX. PUBLIC DISCUSSION ON AGENDA ITEMS

None

X. COMMITTEE REPORTS

Building and Grounds

Mr. Tuminaro noted a fence had been installed at Berkeley Township Elementary School.

Education/Policy

Mr. Fisher stated that the committee met tonight with the Director of the Child Study Team. It was very educational and well presented on the topic of what the child study team does on a daily basis. Our district is in the forefront and other districts should be following us. He reaffirmed our District's commitment to Special Education students. We have a crisis team in-house, and mainstreaming is an initiative.

Mrs. Debbie Fierra thanked the Board for their support of Special Education.

Mr. Martino, a member of the committee, stated that he sat in the meeting for the first time with Special Needs Staff and it made him feel good on how much we are doing for our special needs children.

Finance

Mr. MacMoyle stated that all bill lists and purchase order reports were reviewed and approved.

XI. SUPERINTENDENT'S AGENDA

MOTION by Mr. Tuminaro that upon recommendation of the Superintendent, Items A1-A21 be approved.

SECOND by Mr. Pellecchia.

ROLL CALL VOTE: (7 Ayes, 0 Nays, 1 Abstain) Mr. Fisher on #18. Motion carries.

A. PERSONNEL RESOLUTIONS

1. Resignation

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

Name	Position	Effective
Trevor Russo	Custodian-CBW	1/15/17

2. New Hires

a) Recommend the Board approve the appointment of Brian Ball as a full-time Maintenance Repairer Electrical Heating & Air Conditioning assigned to the district, at \$19/hour, effective 12/1/16 through 6/30/17.

b) Recommend the Board approve Lorenzo Negrón as a full time Custodial Worker assigned to the Clara B. Worth School, from 2:30 pm - 10:30 pm, at the contractual rate of pay, effective 1/16/17.

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 are subject to change):

a) I.D. #4709-Teacher-BTE:
Medical leave of absence to start 10/11/16 and continue through 11/4/16.

b) I.D. #5798-Teacher-CBW:
Maternity leave of absence to start 1/30/17 and continue through 5/31/17.

c) I.D. #5518-Teacher-CBW:
Extension of medical leave of absence from 10/1/16 through 10/12/16.

d) I.D. #5627-Aide-HMP:
Medical leave of absence to start 10/20/16 and continue through 11/4/16.

4. Substitutes

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

Name	Position
Brynne Albanese	Teacher
Melissa Brescia	Teacher
Nicole Cerrachio	Teacher
Rachel Cousens	Teacher
Christine Donofrio	Bus Driver
Carol Earles	Teacher
Nicole Fazzi	Teacher
Suzan Feldman	Teacher
Marek Iwanicki	Custodian
Jaimee Jones	Teacher Aide
Susan Kish	School Nurse
Carol Kmetz	Bus Driver
Christina Kovacs	Teacher
Melissa Moscato	Teacher
Guilietta Passarelli	Teacher
Patricia Santos	Teacher
Martin Way, Jr.	Custodian

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
Jamie McCorry	I.D. #5798-Teacher-BAY	1/30/17-5/31/17

6. Teacher Mentor

Recommend the Board approve the following teacher to perform as a mentor, at a stipend of \$550, to be paid over 30 weeks by the individual mentee:

<u>Mentor</u>	<u>Mentee</u>
Jennifer Carlucci	Kaitlyn Mallia

7. Transfer/Reassignment

Recommend the Board approve the following transfer/reassignment for the 2016-2017 school year:

Name	From	To	Effective
Laurierae Mongaliri	BTE - RC - Grade 5	BTE - LLD - Grade 5	9/1/16

8. Salary Adjustment:

Recommend the Board approve a salary adjustment for the following individuals, effective 1/1/17 (does not include longevity):

Name	From	To	Reason
Jenna Fleming	\$54,461 (Step 7-BA)	\$56,361 (Step 7-BA+15)	College Credits
Lisa Groiss	\$54,461 (Step 7-BA)	\$56,361 (Step 7-BA+15)	College Credits
Allyson Kitson	\$57,776 (Step 9-BA)	\$59,876 (Step 9-BA+30)	College Credits
Erin LeBert	\$55,917 (Step 8-BA)	\$58,017 (Step 8-BA+30)	College Credits
Amy Poppe	\$47,598 (Step 1-BA)	\$49,498 (Step 1-BA+15)	College Credits
Steven Poppe	\$47,598 (Step 1-BA)	\$49,498 (Step 1-BA+15)	College Credits

9. Play Coordinators

Recommend the Board approve the following teaching staff members as Coordinators for producing and directing a school play, not to exceed a total of \$1,100 each:

CBW	Janet Beck	Theresa LaMagra	Kristy Roth	Dana Vannella
HMP	Patryce Beecher	Gina Boyles	Deborah Immerso	Joan Richie
BAY	Nina Britton	Melissa Stierle	Jackie Wright	◆Jennifer Carlucci ◆Laurie Peters

BTE	Melissa Puri	Emily Rodriguez	Jesica Smialowicz	Katherine Zaccone
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† Co-coordinators - will be paid \$550 each

10. Stokes Coordinators

Recommend the Board approve the following teaching staff members as Stokes Coordinators for the 2016-2017 school year as per the BTEA contract:

Kathy Palagonia Luke Hurley (½ position) Dan Cooney (½ position)

11. Approval of Contract

Recommend the Board approve the revised negotiated contract and addendum for the Administrative Office Staff, effective 1/1/17 through 6/30/21.

12. 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 with families during the Fourth Annual Specials Night:

Karen Roth - Art
Kristen Reiser - Phys.Ed.
Janet Beck - Music
Melia Hoffman - Library
Melissa Davenport - Technology

13. Long-term Substitute Bus Drivers

Recommend the Board approve the following individuals as long-term substitute bus drivers for 4 hours daily, at the rate of \$15/hr., for the 2016-2017 school year:

Name	Effective
Christine Donofrio	11/23/16
Carol Kmetz	01/02/17

14. Additional time

a) Recommend the Board approve the following staff members be paid for 30 additional minutes for conducting the Kindergarten/PS Orientation held on 8/25/16:

Annemarie Manfredi, School Nurse - BAY
 Linda McPartlin, School Nurse - CBW
 Patricia Olsen, School Nurse - HMP
 Sandra Cotten - ESL - BAY

b) Recommend the Board approve the following staff members be paid for providing extra hours of classroom assistance, at their hourly contractual rate:

Name	Hours	Effective
Lori Arnold	9:00 am - 10:30 am	10/26/16 - 12/23/16
Elizabeth Keenan	9:00 am - 10:00 am 1:00 pm - 2:00 pm	10/26/16 - 12/23/16

15. Project Starfish

a) Recommend the Board approve a grant in the amount of \$9,920 from the Monmouth Ocean Educational Services Commission for the after-school program entitled "Project Starfish."

b) Recommend the Board approve the following staff members for Project Starfish to run from 11/29/16 to 2/23/17 to be paid for by the Project Starfish Grant (charged to account #11-120-100-101-07-0001):

Name/School	Title/Amount
Gianna Clavelli-Bassford - BTE	Master Teacher - \$1,800
Rebecca Melanson - HMP	Guidance Counselor - \$900
Kimberly Tacon - HMP	\$900
Melissa Stierle - BAY	\$900
Jill Kramer - CBW	\$900
Heather Melanson - BTE	\$900

16. Instructional Teacher Aides

Recommend the Board approve utilizing the following teacher aides holding a substitute or teaching certificate as substitute teachers when needed. Aides shall be paid an additional \$25 per diem when utilized as substitute teachers:

Chelsea Conaty	Susana Conforti	Shannon Enright
Kelsey Hawthorne	Holly Lantz	Adrienne Moroney
Jaime Poggioli	Shannon Ponticelli	Tamara Post
Vanessa Nin-Rios	Colleen Sammond	Chrystal Siddons

17. Rate Increase

Recommend the Board approve a rate increase of \$2.40 per hour for Gary Frustieri, Maintenance Repairer, pro-rated effective 12/1/16.

18. Kindergarten Curriculum Family Night

Recommend the Board approve the following teachers for Kindergarten Curriculum Family Night on 1/11/17 from 6 pm-7 pm, at the contractual rate (11-110-100-101-07-0001):

- | | | |
|-------------------------------|-----------------------------|------------------------------|
| BAY - Danielle Hoffman | CBW - Kristy Collins | HMP - Linda Casagrand |
| Tia Monica | Stacey Cronin | Kerry Castles |
| Toniann Palmieri | Donna Deubel | Joanne Donachy |
| Lauren Treshock | Michele Snyder | Christine Firetto |
| Stephanie Rosetti | Michelle Speidel | Christina Lee |
| | Stephanie Violante | Lisa Walstrom |

19. Club Aides

Recommend the Board approve the following staff members as club aides, on an as-needed basis, for the remainder of the 2016 fall club cycle (11/14, 11/28, 12/5, 12/12, 12/19) at the contractual rate of pay:

- Ann Hensel Evelyn Mahoney

20. Bus Aide

Recommend the Board approve Donna DeSilva as a substitute one-to-one bus aide for I.D. #995874, at the rate of \$12 per hour, effective 10/13/16 to 11/4/16.

21. IDEA Preschool Funds

Recommend the Board approve the following staff members be paid through IDEA Preschool Funds for 3 hrs./daily:

Name	Position/School	Effective
Carrie Kolakowski	PSD - HMP	09/28/16
*Jaimee Jones	Sub. Teacher Aide	11/23/16

***Will be paid at the substitute aide rate.**

B. OTHER BOARD ITEMS

MOTION by Mr. Guarascio that upon recommendation of the Superintendent, Items B1-B4 be approved.

SECOND by Mr. Pellecchia.

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

1. HIB Report Update

3 HIB investigations conducted, 0 affirmed.

0 HIB's for the months of September and October, 2016.

2. Additional School Trip

Recommend the Board approve the following school trip for the 2016-2017 school year:

Pizza Hut, 211 Route 37 East, Toms River, NJ 08753

3. Use of Facilities:

Recommend the Board approve the following dates/activities for building use scheduled beyond custodial work hours, weekends or holiday breaks:

Berkeley Township Recreation Department
Basketball Schedule - **BAY** - Gymnasium
Saturday, Oct. 15, 2016 - 9:00 am-10:00 am
Saturday, Oct. 22, 2016 - 9:00 am-10:00 am
Saturday, Oct. 29, 2016 - 9:00 am-10:00 am
Saturday, Nov. 12, 2016 - 9:00 am-10:00 am
Saturday, Nov. 19, 2016 - 9:00 am-10:00 am
Saturday, Dec. 03, 2016 - 9:00 am-10:00 am
Saturday, Dec. 10, 2016 - 9:00 am-10:00 am

4. First Reading of Policy

Recommend the Board approve the first reading of the Policy listed below:

Policy 2415.30 Educational Stability for Children in Foster Care (**Attachment 2**)

XII. BUSINESS ADMINISTRATOR'S AGENDA

MOTION by Mr. Martino that upon recommendation of the Business Administrator, Items B1-B7 be approved.

SECOND by Mr. Pellecchia.

ROLL CALL VOTE: (7 Ayes, 0 Nays, 2 Abstain) Mr. Fisher and Mr. MacMoyle on #3. Motion carries.

1. Minutes

RESOLVED that the Minutes of the Regular Meeting and Executive Session held on September 26, 2016, as well as the Special Board Meeting held on October 11, 2016, be approved. (**Attachments 3 and 4**)

2. Payment of Bills

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

Bills List dated October 25, 2016	
Check numbers 40706 through 40712	\$ 459,804.69
Bills List dated November 3, 2016	
Check number 40713	\$ 4,728.18
Bills List dated November 22, 2016	
Check number 40715 through 40879	\$ 671,994.16

(**Attachments 5, 6 and 7**)

NOTE: Check number 40381 voided and replaced with 40705
Check number 40641 voided and replaced with 40714

Purchase Order Report listing	
Purchase Orders numbered 17-00719 through 17-00869	\$2,109,639.18

(**Attachment 8**)

3. Payroll Approval

BE IT RESOLVED that the monthly payroll be approved:

Payroll - September 15, 2016	\$979,311.64
Payroll - September 30, 2016	\$998,740.28
Payroll - October 14, 2016	\$994,356.91
Payroll - October 28, 2016	\$980,952.48

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the months of August, 2016 and September, 2016 be approved. **(Attachments 9 and 10)**

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 August 31, 2016 and September 30, 2016 after review of the Board Secretary's monthly financial reports (appropriations section) and upon consultation with the Business Administrator and other appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. **(Attachments 11 and 12)**

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 August 31, 2016 and September 30, 2016 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachments 13 and 14)**

7. Travel

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

Name	Seminar/Workshop	Dates	Not to Exceed
Robert Vogel	Natural, Asbestos & Environmental Training Institute, Ocean, NJ (Registration)	11/23/16	\$250.00
Thomas Ettari	Phonics 1st - An Accredited Orton Gillingham Program, Galloway, NJ (Mileage)	11/29 and 11/30/16	\$120.00

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Tracy Foster	Phonics 1st - An Accredited Orton Gillingham Program - Galloway, NJ (Mileage)	11/29 and 11/30/16	\$120.00
Mike Conforti/ Sue Orłowsky	All-Hazards Continuity of Operations Workshop - Paramus, NJ (Mileage)	11/30/16	\$60.00
Annemarie Manfredi	Building a Culture of Health in NJ-Rutgers, Edison, NJ (Registration)	11/30/16	\$85.00
Keith McShaffrey	Google Educator Certification Boot Camp (2 Days)-Stockton (Mileage)	12/1 and 12/2/16	\$50.00
Kristen Flynn	BERS-"Accelerate the Success of Your School-Based OT Practice" Cherry Hill, NJ (Registration)	1/13/17	\$245.00
Isabella Appignani	NJAHPERD Long Branch, NJ (Registration)	2/27 & 2/28/17	\$100.00
Tammy Higgins	Employee Training & Safety Education-Rutgers-Howell (Registration)	2/25, 3/4, 3/11, 3/18, 4/1 and 4/8/17	\$650.00
Janet Beck	Eastern Division Conference-Nat'l Assoc. For Music Educators-Atlantic City, NJ (Registration)	4/5 and 4/6/17	\$180.00

MOTION by Mr. Guarascio that upon recommendation of the Business Administrator, Items B8-B12 be approved.

SECOND by Mr. Pellecchia.

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

8. Advertise for Bid

Recommend that the Board authorize the Business Administrator to advertise to bid for the 2,000 sq.ft. one-story addition to the Board office.

9. Accept Comprehensive Annual Financial Report and Auditor's Management Report

RESOLVED that the Berkeley Township Board of Education accept with no recommendation the Comprehensive Annual Financial Report as of June 30, 2016 and the Auditor's Management Report for the 2015-2016 school year as prepared by the firm of Holman Frenia Allison, P.C.

10. Transportation Jointures

Recommend the Board approve transportation jointures with the following Host Districts:

Host District	Student ID #'s	Dates	School	Per Diem
MOESC	998356,998720	10/3/16-10/12/16	HMP/Brick	\$162.75
MOESC	996284,995874,995869	9/1/16-6/30/17	Hawkswood	\$291.80
MOESC	996251	9/1/16-6/30/17	Children's Center	\$ 93.64
Central Regional	997905	9/1/16-6/30/17	New Road School	\$ 65.44

11. Transportation for the 2016-17 School Year

Recommend the Board approve transportation for the following students:

Student ID	From	To	Estimated Rate
996134	Winslow	Archway	\$200/day @ 180 days
995646	Westhampton	Archway	\$200/ day @ 180 days

12. Medical Specialist

Recommend the Board approve Doris Gonzalez, physical therapist, to be added to the Medical Specialist list.

X. Old Business

None

XI. New Business

None

XII. Public Discussion on Non-Agenda Items

A Boy Scout asked if the Scouts can assist with the help on the dinosaur renovation project. Mr. Cammarato stated that the school board does not have authorization over that project. The Scout also asked if PARCC testing will be a long lasting test. Dr. Roselli stated once there was NJ ASK Grades 4 - 8, then Grades 4 -12, then PARCC. There will always be change and testing. It is tough to use testing alone as the only evaluation. The Boy Scout asked if Dr. Roselli thought it was accurate enough to evaluate high school graduation. Dr. Roselli responded there are so many factors in how you do on a test on a given day.

Peg Crawford personally wanted to thank John MacMoyle for his time and energy and welcomed the newest board member, Michele Shedlock.

XIII. Adjournment

Motion by Mr. Pellecchia to adjourn the meeting, second by Mr. Martino, all in favor.

Meeting adjourned at 7:49 pm.

Respectfully submitted,



Laura Gingerelli, CPA,RSBA
Business Administrator/Board Secretary

