

**BERKELEY TOWNSHIP
BOARD OF EDUCATION MEETING
BERKELEY TOWNSHIP ELEMENTARY SCHOOL AUDITORIUM
MARCH 20, 2018
AGENDA**

- I. CALL REGULAR MEETING TO ORDER - "Adequate notice of this meeting was given by publication in the Asbury Park Press on January 11, 2018, and by posting the notice in all district schools, Office of the Board of Education and the Berkeley Township Municipal Offices in accordance with the provisions of the Open Public Meetings Act."
- II. FLAG SALUTE
- III. ROLL CALL
- IV. PRESENTATION:
 - A. Dr. Jeffery Zito: Student Recognition for Reading Challenge
 - B. Dr. James D. Roselli : **Teacher of the Year:**
 - BAY - Jennifer Herner
 - CBW - Melissa Davenport
 - HMP - Anna McDowell
 - BTE - William Turanyi
 - Educational Support Professional Award:**
 - Vicky Tillett - Keyboarding Clerk - CBW
- V. PRESIDENT'S REPORT
- VI. SUPERINTENDENT'S REPORT
- VII. PUBLIC DISCUSSION ON AGENDA ITEMS
- VIII. COMMITTEE REPORTS
- IX. SUPERINTENDENT'S AGENDA
- X. BUSINESS ADMINISTRATOR'S AGENDA
- XI. OLD BUSINESS
- XII. NEW BUSINESS
- XIII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS
- XIV. ADJOURNMENT

MISSION STATEMENT

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

IX. SUPERINTENDENT'S AGENDA**A. PERSONNEL RESOLUTIONS****1. Revised Start Date**

Recommend the Board approve a revised start date for the following new employee:

Name	Position	From	To
Rebecca Maurer	Teacher Aide	2/28/18	3/1/18

2. Leave(s) of Absence

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

- a) I.D. #6072-Teacher-CBW:
Maternity leave of absence to start 4/30/18 and continue through 6/30/18.
- b) I.D. #5777-Transportation:
Medical leave of absence return date of 3/5/18.
- c) I.D. #5945-CST:
Medical leave of absence to start 3/13/18 and continue through 3/29/18.
- d) I.D. #5254-Aide-BAY:
Extension of medical leave of absence to start 3/12/18 and continue through 3/29/18.
- e) I.D. #5149-Teacher-BTE:
Medical leave of absence to start 3/27/18 and continue through 5/15/18.
- f) I.D. #4745-Transportation:
Extension of medical leave of absence from 3/1/18 until further notice.
- g) I.D. #5620-Transportation:
Medical leave of absence to start 4/24/18 and continue through 6/30/18.
- h) I.D. #5334-Teacher-CBW:
Unpaid leave of absence to begin 3/26/18 and continue through 5/31/18.
- i) I.D. 3628-Transportation:
Medical leave of absence to begin 4/9/18 and continue through 4/30/18.

3. 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
Samantha Stratton	I.D. #6072-Teacher-CBW	4/30/18-6/30/18
Susan Cameron	I.D. #5149-Teacher-BTE	3/27/18-5/15/18
Ashley Voorhees	I.D. #5334-Teacher-CBW	3/26/18-5/31/18

4. Teacher Mentors

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

Mentor	Mentee	Stipend
Michele Speidel	Megan Roth	\$550 over 30 weeks
Arlene Comstock	Christina Warchol	\$550 over 30 weeks
Alexandria Vasilakis	Nicole Beyer	\$550 over 30 weeks

5. Mid-Day Bus Driver Hour Change

Recommend the Board approve the following mid-day hour change for the bus drivers listed below:

Name	Hours	Reason	Effective
Robert Martin	11:10 am - 12:40 pm (1.50 hours)	Transport new Preschool students to HMP	2/22/18
Dawn Kuch	11:15 am - 12:30 pm (1.25 hours)	Transport new Preschool students to HMP	2/22/18

6. Bus Attendant Hours

Recommend the Board approve the following hours for the bus attendant listed below:

Name	AM	Mid-Day	PM	Effective
Janet Monahan-Germek	7:00 - 9:00	11:00 - 12:00	1:30 - 4:00	3/1/18

Total hours = 5.5

7. Additional Teacher Hours

Recommend the Board approve the following teachers to ride on the HMP bus at the contractual rate of \$41.61/hour as follows:

Name	Hours	Effective
Steven Poppe	7:30 am - 8:35 am	12/5/17 - 6/30/18
Erin LeBert	3:15 pm - 4:45 pm	12/11/17 - 6/30/18

8. Family Literacy/STEM Nights

a) Recommend the Board **rescind** the approval of the following teaching staff members (originally approved at the 10/17/17 Board Meeting) for Family Literacy/STEM Nights paid through Title I Grant funding:

Lauren Treshock

Tia Monica

b) Recommend the Board approve the following teaching staff members for Family Literacy/STEM Nights, two (2) hours for one (1) session, at the contractual rate of \$41.61, paid through Title I Grant funding:

Michelle Speidel

Michelle Snyder

9. Transfers/Reassignments

Recommend the Board approve the following transfers/reassignments for the 2017-2018 school year, effective 3/21/18, at the contractual rate of pay:

Name	From	To
Jaime Poggioli*	Spec. Ed. Aide - HMP	LLD-K Teacher - HMP

*pending receipt of all paperwork

10. Eligibility of Non-Resident Pupils

Recommend the Board approve attendance at the Berkeley Township Schools for the following non-resident pupils for the 2018-2019 school year:

I.D. #	Grade	School
999344 - (Returning)	3	BAY
999283 - (Returning)	3	HMP

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999284 - (Returning)	3	HMP
999758 - (Returning)	1	BAY
999749 - (Returning)	1	BAY
999920 - (Returning)	4	CBW
999922 - (Returning)	3	CBW
013 - (New)	K	CBW

B. OTHER BOARD ITEMS

1. HIB Report Update

- HIB Investigations conducted, affirmed.
- HIB's from February 28, 2018 - March 20, 2018.

2. Homebound Instruction

Recommend the Board approve Homebound Instruction for the following student, for a minimum of 2 weeks:

I.D. #997362 - eff. 2/20/18 - Instruction will be provided by Jennifer Sansone

3. Approval of QSAC District Improvement Plan

Recommend the Board approve the QSAC District Improvement Plan.
(Enclosed in Board Agenda Packet)

4. Revised HMP School Hours

Recommend the Board approve the following revised school hours for the H. & M. Potter School for the 2018-19 school year:

From	To
8:50 am - 3:15 pm	9:15 am - 3:40 pm

5. Mission Statement

Recommend the Board approve the following new Berkeley Township School District Mission Statement:

We will provide every student with a safe, supportive, inclusive and collaborative learning environment. In partnership with families and our community, we will foster innovative thinkers in a diverse and ever changing world.

6. First Reading of ByLaws/Regulations/Policies

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

- Policy 7481 Unmanned Aircraft Systems (UAS aka Drones)
- Policy/Reg 5610 Suspension
- Policy 5620 Expulsion
- Policy 8505 Local Wellness Policy/Nutrient Standards for Meals and Other Foods
- Policy 8550 Unpaid Meal Charges/Outstanding Food Service Charges

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ByLaw 0169.02	Board Member Use of Social Networks
Policy 3437	Military Leave (Teaching Staff)
Policy 4437	Military Leave (Support Staff)

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

- a) RESOLVED that Minutes of the Regular Meeting held on February 27, 2018 be approved. **(Attachment 1)**
- b) RESOLVED that the Minutes of the Executive Session held on February 27, 2018 be approved. **(Attachment 2)**

2. Payment of Bills

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

Bills List dated March 6, 2018
 Check numbers 43152 through 43157
(Attachment 3) \$ 33,245.58

Bills List dated March 20, 2018
 Check numbers 43158 through 43265
(Attachment 4) \$ 425,840.45

Purchase Order Report listing
 Purchase Orders numbered 18-01467 through 18-01567
(Attachment 5) \$ 947,504.31

3. Payroll Approval

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

February 15, 2018 \$1,037,773.13
 February 28, 2018 \$1,018,919.94

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the month of January 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 January, 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 month ended January 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</u>	<u>Dates</u>	<u>Not to Exceed</u>
Joe Simone	New Jersey Pupil Transportation Conference and Equipment Show Mechanic's Program (registration)	Mar. 22, 2018	\$200.00
James Roselli	NJASA Administrator Mentor Training in Trenton (registration)	Apr. 26 & 30, 2018	\$400.00
Jeff Zito	HIB Legal Update-New Regulations in Galloway	May 8, 2018	\$25.00
Cara Burton	HIB Legal Update-New Regulations in Galloway	May 8, 2018	\$25.00
Laura Gingerelli	2018 NJASBO Conference in Atlantic City	June 6 - 8, 2018	\$1,500.00
Michael Conforti	School Safety Specialist Certification Training in Hamilton Twp. (mileage)	June 25-28, 2018	\$150.00

8. Request for Proposals

Recommend the Board authorize the Business Administrator to release the following Requests for Proposals for the 2018-19 School Year:

- a. Legal Services
- b. Auditor
- c. Property Casualty Insurance Broker
- d. Legal Services: Special Education, Student Matters
- e. Legal Services: Employment and Labor Issues (Arbitrator/Hearing Officer)

9. Approval of Appointments

Recommend the Board approve the following appointments for the 2018-19 School Year:

AHERA Representative	Ulrich Mueller
Asbestos Management Officer	Ulrich Mueller
HAZCOM Instructor	Ulrich Mueller
Indoor Air Quality Designee	Ulrich Mueller
IPM Coordinator	Ulrich Mueller
School Safety Specialist	Michael Conforti

10. 2018-2019 Tentative Budget

BE IT RESOLVED that the Board approve the tentative budget for the FY 2018-19 School Year for submission to the Executive County Superintendent for review:

	Budget	Local Tax Levy
Total General Fund	\$34,148,954	\$28,933,865
Total Special Revenue Fund	1,448,279	N/A
Total Debt Service Fund	<u>1,952,412</u>	<u>1,952,412</u>
Totals	\$37,549,645	\$30,886,277

And to advertise said tentative budget in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED that the Board will transfer \$200,000 from Maintenance Reserve to fund standard maintenance; and

BE IT FURTHER RESOLVED that included in budget line 620, Budgeted Withdrawal from Capital Reserve - Excess Costs & Other Capital Projects, is \$424,000 for other capital project costs which include a parking lot renovation (\$264,000) and a new Public Address System (\$160,000) at Berkeley Township Elementary School. The total cost of these projects is \$424,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey student learning standards; and

BE IT FURTHER RESOLVED, that the District will be utilizing \$121,900 of the Increase in Health Care Costs Adjustment along with \$225,470 of Banked Cap; and

BE IT FURTHER RESOLVED, that a Public Hearing be held at the Berkeley Township Elementary School, 10 Emory Avenue, Bayville, New Jersey on April 24, 2018 at 6:30 p.m. for the purpose of conducting a public hearing on the budget for the 2018-19 School Year; and

BE IT FURTHER RESOLVED that travel expense for the 2018-19 School Year shall not exceed \$50,000.

11. Purchase of Natural Gas Services through Alliance for Competitive Energy Services ("ACES")

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the

"Public School Contracts Law", N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Berkeley Township School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as "Effective Period") issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

NOW, THEREFORE, BE IT RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and

BE IT FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be

at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and

BE IT FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

12. Purchase of Electric Generation Services through Alliance for Competitive Energy Services ("ACES")

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Berkeley Township School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as "Effective Period") issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, THEREFORE, BE IT RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and

BE IT FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and

BE IT FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

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