

March 24, 2015
Regular Meeting

I. CALL MEETING TO ORDER:

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, March 24, 2015, at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, New Jersey. Board President, Lou Tuminaro, called the meeting to order at 5:30 p.m. Adequate notice of this meeting was given by publication in the *Asbury Park Press* on January 13, 2015 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. Tuminaro asked for a moment of silence for our military.

III. ROLL CALL:

PRESENT: Edward Cammarato, Keith Fisher, Thomas Guarascio,
Patrick Mooney, Stephen Pellecchia, Lou Tuminaro and
David Ytreboe

ABSENT: Noriko Kowalewski and John MacMoyle (Mr. MacMoyle arrived at
meeting at 5:47 p.m and meeting was adjourned at 5:49 p.m.)

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

IV. PRESIDENT'S REPORT:

On Saturday, March 14, 2015, fellow board member, Edward Cammarato, and I judged the first Future Chef's Culinary Contest. Children from grades 3 through 5 submitted recipes for consideration. Of the 80 recipes submitted, 2 children from each school were chosen to participate in a "cook-off." The judging was based on 5 categories:

1. Health conscious foods;
2. Simple, kid-friendly preparation;
3. Fun foods;
4. Judges choice; and
5. Best table presentation.

Thank you to Ocean County Vo-Tech students Ashley Stavalo and Raymond DiBenedetto who assisted and Jeff Harran, our Food Service Manager.

Thanks to all of the Board Members, parents and administrators who read to our students for Read Across America. It was another successful year as we shared with our children our love of reading.

The Finance Committee and I have had several meetings with the Business Administrator for the development of the 2015-2016 budget. It is on tonight's agenda for approval for submission to the County Office.

V. SUPERINTENDENT'S REPORT:

1. SCHOOL REPORTS

Bayville School:

- Welcomed many guest readers for Read Across America Day and also the entire first week of March.
- PTA sponsored a Family Literacy Night. Many families attended to hear a presentation by an author who explained the process of writing a story.
- After School Clubs began with much enthusiasm. We have 6 various clubs with activities from needlepoint to physical fitness boot camp.
- PTA sponsored Boogie Night. This is a favorite among Bayville School students.
- Congratulations to our Bayville School students who represented our school in the Future Chef contest and NJ Fire Poster Contest.

H. & M. Potter School:

- Read Across America Day.
- Karen Rostoker-Gruber, Author - Visited school.
- Mr. Colarusso and Mr. Waldron - Healthy Paws kick-off assembly, promoting fitness, self-esteem, etc.
- Gift Auction.
- Mr. Ettari and Mrs. Foster rewarded students who completed their learning path(s) on Study Island.

Clara B. Worth School:

- Celebrated Read Across America Day.
- Karen Rostoker-Gruber, Author - visited all students of CBW.
- Pushcart Players presented an evening of Stone Soup to families of CBW at BTES auditorium.
- First grade students presented Seussical the Musical to their families.
- Pirate Theme Day.
- Jackie Robinson Assembly sponsored by the PTA to celebrate Black History Month.

Berkeley Twp. Elementary School:

- Stokes Parent Meeting was held to inform parents of information regarding the 2015 trip to be held in June.
- Battle of the Books kicked into full swing with both the 5th and 6th graders trying to earn their places in the Battle.

- Future Chefs Competition was held at BTES on March 14th. James Tanis, 5th grade, won first place with his Banana Tortilla Sushi Roll.
- Erin McGauley, 5th grade, took first place in the annual Fire Prevention Poster Contest.
- PARCC testing was successfully completed for approximately 550 5th and 6th graders.
- Manhattan Bagel generously donated a bagel breakfast for the entire staff of BTES in honor of our 10 year birthday celebration.

2. SUPERINTENDENT'S REPORT

Mar. 2-13:

Read Across America. Read in many classes throughout district.

Mar. 9:

Teacher of the Year: BAY - Nina Britton
CBW - Alexandria Terry
HMP - JoAnn Donachy
BTE - Dan Cooney

Mar. 17:

Read to Dr. DeClerico's Mimi's Book Club.

Mar. 19:

QSAC visit NJDOE & County.

VI. PUBLIC DISCUSSION ON AGENDA ITEMS:

None.

VII. COMMITTEE REPORTS:

1. **Buildings & Grounds/Cafeteria/Transportation: Stephen Pellecchia, Chairperson**

The District has had two prior bid openings for the roof project at H.&M. Potter School. Unfortunately, all bids were rejected for being over the budgeted amount. The specifications were revised and alternates added for today's third bid opening. We received 5 bids that are summarized on the addendum along with the award to the lowest bidder.

The Committee is also in the process of reviewing the responses to the RFP for the architect for a boiler replacement project. There will be a recommendation at the May 5th Board Meeting.

2. Consolidated Shared Services: John MacMoyle, Chairperson (not in attendance)

No report.

3. Education/Policy: Keith Fisher, Chairperson

No report.

4. Finance: Edward Cammarato, Chairperson

The Finance Committee met at least three times in the past two weeks with varying members. We have a very good budget in place. This entire budget only has a nominal increase over the prior fiscal year's budget--that breaks out to less than ½ of one cent per \$100 of assessed value. A home valued at \$198,400 would have a proposed tax base rate of \$1,113.40. At the higher end of the spectrum, if a home is valued at approximately \$400,000, that would mean \$2,242.62. For the sixth year we have had virtually no tax increase. I am happy to submit this budget to the County for approval to be approved by the Board of Education at our May 5th meeting.

The Finance Committee reviewed and approved the bills list and purchase orders.

5. Personnel & Negotiations: Keith Fisher, Chairperson

No report.

6. School Safety: Tom Guarascio, Chairperson

No report.

VIII. SUPERINTENDENT'S AGENDA:

MOTION by Mr. Mooney that upon recommendation of the Superintendent Items A1 – A11 be approved.

SECOND by Mr. Cammarato.

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

A. PERSONNEL RESOLUTIONS:**1. Leave(s) of Absence: ACTION**

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

- a) I.D. #5799-Gr. 5-LLD-BTE:
Maternity leave of absence to start 4/13/15 and continue through 6/30/16.
- b) I.D. #5236-ALPS/Tech-BTE:
Unpaid family medical leave to start 3/2/15 and continue through 4/24/15.
- c) I.D. #6089-Music-BTE:
Maternity leave of absence to start 5/18/15 and continue through 10/2/16.
- d) I.D. #5481-Secty.-Adm. Office:
Extension of medical leave of absence through 4/27/15.
- e) I.D. #5607-Gr. 2-BAY:
Maternity leave of absence to start 5/18/15-6/15/15; child rearing 10/5/15 through 12/25/15.

2. Approval of Long-term Substitutes: ACTION

Recommend the Board approve the following individuals as 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):

<u>Name</u>	<u>In For</u>	<u>Effective</u>
Lori Bataille	I.D. #5706-Gr. 4-Spec.Ed.-CBW	04/01/15-06/19/15
Kristen Youngblood	I.D. #5799-Gr. 5-LLD-BTE	04/13/15-06/19/15
Jesica Smialowicz	I.D. #5797-PSD-HMP	03/25/15-06/05/15
Carrie Kolakowski	I.D. #5607-Gr. 2-BAY	05/18/15-06/19/15

3. Approval of Teachers for Evening Activity: ACTION

Recommend the Board approve the following teachers, to be paid for 3 hours at the contractual rate of pay, for participation in Bayville School's *Spring into Summer Evening* event to be held on May 19th:

- Isabella Appignani
- Regina Avenoso
- Nicole Ettari
- Melissa Stierle
- Jacqueline Wright

4. Approval of Aide for Afterschool Club Program: ACTION

Recommend the Board approve Barbara Conrad as an aide for the Spring 2015 Afterschool Club Program, for 1 hour per week for 10 weeks, at the contractual rate of pay.

5. Change in hours for Bus Drivers/Bus Aide: ACTION

Recommend the Board approve a change in hours for the following drivers/aide, effective 3/2/15:

<u>Name</u>	<u>From</u>	<u>To</u>
Sheri Gutierrez (driver)	6:15 am-9:15 am 1:15 am-4:15 pm	6:30 am-10:00 am 1:30 pm- 4:30 pm
Joanne Sabo (aide)	6:30 am-9:00 am 1:30 pm-4:00 pm	6:45 am- 9:45 am 1:30 pm- 4:30 pm
Maxwell Murray (driver)	6.5 hrs./daily	6 hrs./daily

6. Approval of Stokes Chaperones: ACTION

Recommend the Board approve the following staff members as Stokes Chaperones for the class trips scheduled for June 8 and June 10-12, 2015:

<u>BAY</u>	<u>CBW</u>	<u>HMP</u>	<u>BTE</u>
*Jackie Wright *Melissa Stierle *Nina Britton *Christinya Leifert Jennifer Carlucci *Mike Peterson	*Peggy Crawford *Mark Troccola	*Mark Verpent *Steve Hodge *Julian Cimino *Tyler Palagonia	*Bonnie Bednarz Kim Mitchell Cathy MacMoyle *Joan Jeffers *Diane Skowronski *Lauren Roth *Ann Hensel *Marie Taylor *Lisa Spano *Kathy Palagonia *Mike Conforti *Joe Zaccone Luke Hurley *Tyler Kelly Scott Selby (DARE) Kirk Burr-Principal

All Chaperones will be paid \$350 per trip as per contract

*Chaperones attending both trips will be paid \$700 as per contract

7. Approval of Aide: ACTION

Recommend the Board approve the appointment of Tamara Post as a Special Education Aide assigned to the H. & M. Potter School at the contractual rate of pay, for 6 hours daily, effective 3/25/15 through 6/19/15.

8. Substitutes: ACTION

Recommend the Board approve the following individuals as substitutes for the assignments listed below during the 2014-2015 school year:

A. Non-Instructional:

- Walter Lesniak, Jr.....Custodian
- Patricia Zeiser.....Clerical Worker

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

B. Instructional:

- Jesica Smialowicz.....Teacher

9. Retirement: ACTION

Recommend the Board accept the retirement of Mary Ottaviani, school aide assigned to the H. & M. Potter School, effective 7/1/15. (Ms. Ottaviani has served the district for 25 years).

10. Leave of Absence: ACTION

Recommend the Board approve a leave of absence for the following staff member:

I.D. #4745-Bus Driver-District:

Medical leave of absence to start 3/31/15 and continue through 5/1/15.

11. Approval of Long-term Substitute: ACTION

Recommend the Board approve Emily Rodriguez as the long term substitute for I.D. #5236, meeting the criteria established by the Superintendent, at the rate of \$100 per diem (start and end dates are subject to change) effective 3/30/15 through 4/24/15.

B. OTHER BOARD ITEMS:

MOTION by Mr. Pellecchia that upon recommendation of the Superintendent Items B1 - B6 be approved.

SECOND by Mr. Guarascio.

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

1. **HIB Report Update:** **ACTION**
There are 0 HIB reports for the month of March, 2015.
2. **Homebound Instruction:** **ACTION**
Recommend the Board approve Homebound Instruction for the following student, for a minimum of 2 weeks:
I.D. #995939 - eff. 2/24/15 - Instruction will be provided by Joseph Zaccone
3. **Use of Facilities:** **ACTION**
Recommend the Board approve the following date/activity for building use scheduled beyond custodial work hours, weekends or holiday breaks:
HMP (Whole Bldg.) - Saturday, April 25, 2015 - Carnival - 6:30 am-6:30 pm
4. **Approval of School Trip:** **ACTION**
Recommend the Board approve the following school trip for the 2014-2015 school year:
Seven President's Park, 221 Ocean Avenue North, Long Branch, NJ 07740
5. **Approval of Corrective Action Plan:** **ACTION**
Recommend the Board approve the S.E.M.I. (Special Education Medicaid Initiative) Corrective Action Plan for the 2014-2015 school year. (Copy on file in Business Office)
6. **Revised School Calendar for 2014-15:** **ACTION**
Recommend the Board approve the **revised** school calendar for the 2014-2015 school year due to snow days. **(Attachment S-a)**

IX. BUSINESS ADMINISTRATOR'S AGENDA:

MOTION by Mr. Guarascio that upon recommendation of the Business Administrator Items B1 – B7 be approved.

SECOND by Mr. Mooney.

ROLL CALL VOTE: (7 Ayes, 0 Nays, 3 Abstains – Mr. Mooney, Mr. Pellecchia and Mr. Tuminaro on Item 1 and Mr. Fisher on Item 3). Motion carries.

1. Minutes: ACTION

RESOLVED that the Minutes of the Regular Board Meeting held on February 24, 2015 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 B1**) dated March 24, 2015
Checks numbered 37810-37955. \$1,161,557.93

Purchase Order Report (**Attachment B2**) listing Purchase Orders numbered 15-01232 through 15-01421 totaling \$ 471,631.08

3. Payroll Approval: ACTION

BE IT RESOLVED that the monthly payroll be approved:

Payroll – February 2015. \$1,885,255.36

4. Appropriation Transfers: ACTION

BE IT RESOLVED that the Appropriation Transfers for the months of January and February 2015 to the 2014-2015 budget be approved. (**Attachments B3 and B4**)

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 January 31, 2015 and February 28, 2015, 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. (**Attachments B5 and B6**)

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 months ended January 31, 2015 and February 28, 2015 and that the Board Secretary’s Report and Treasurer of School Monies Report are in agreement. (**Attachments B7 and B8**)

7. Travel Approvals: ACTION

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

Name	Seminar/Workshop	Dates	Not to Exceed
Schlottfeld, Jessica	CAS: Treatment Strategies	3/26/2015	\$235.00
Immerso, Debbie	31st Annual Winners Workshop	4/23/2015	\$199.00
Stierle, Melissa	31st Annual Winners Workshop	4/23/2015	\$199.00
Simone, Joe	47 th Annual New Jersey Pupil Transportation Conference - Mechanic's Program	4/30/2015	\$125.00
Fitzpatrick, Barbara	47 th Annual New Jersey Pupil Transportation Conference -	4/30-5/1/15	\$375.00
Spinoso, Jennifer	Practical Strategies for Meeting Rigorous Common Core Standards for Reading	5/4/2015	\$235.00
Letizia, Lori	Practical Strategies for Meeting Rigorous Common Core Standards for Reading	5/4/2015	\$235.00
Clemente, Eileen	Innovative Ideas for Helping OT's and PT's Support Students	5/5/2015	\$235.00

MOTION by Mr. Mooney that upon recommendation of the Business Administrator Items B8 – B13 be approved.

SECOND by Mr. Cammarato.

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

8. 2015-2016 Tentative Budget: ACTION

BE IT RESOLVED to approve the tentative budget for the FY 2015-16 School Year for submission to the Executive County Superintendent for review:

	Budget	Local Tax Levy
Total General Fund	\$31,493,526	\$26,708,133
Total Special Revenue Fund	1,140,823	N/A
Total Debt Service Fund	<u>1,924,600</u>	<u>1,924,600</u>
Totals	<u>\$34,558,949</u>	<u>\$28,632,733</u>

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 a Public Hearing be held at the Berkeley Township Elementary School, Bayville, New Jersey, on May 5, 2015 at 5:30 p.m. for the purpose of conducting a public hearing on the budget for the 2015-2016 School Year; and

BE IT FURTHER RESOLVED that the Berkeley Township Board of Education requests the approval of a capital reserve withdrawal in the amount of \$400,000. The District intends to utilize these funds for the Boiler Replacement Project at the H.&M. Potter School; and

BE IT FURTHER RESOLVED that travel expense for the 2015-2016 school year shall not exceed \$60,000.

9. Pre-School Expansion Grant: ACTION

Recommend the Board approve the Race to the Top Pre-School Expansion Grant for the FY 2015-2016 in the maximum amount of \$599,299.

10. Operation Schoolhouse Lease Agreement: ACTION

RESOLVED that the Berkeley Township Board of Education approve the Lease Agreement with the Housing Authority of the Township of Berkeley for use of the property known as Magnolia Gardens Community Center, 235 Magnolia Avenue, South Toms River, NJ 08757, at the annual rent of \$7,850 for the period October 5, 2015 through May 1, 2016.

11. Request for Proposal for Daycare/Nursery School: ACTION

WHEREAS, the Board of Education wishes to provide a Daycare for Employees' children;

WHEREAS, the Berkeley Township Elementary School has two rooms available for such use; and

WHEREAS, the Board of Education would like an established daycare/nursery school to provide the program.

BE IT RESOLVED, that the Berkeley Township Board of Education requests that the Business Administrator prepare and issue a Request for Proposal for a daycare/nursery school to provide said program; and

BE IT FURTHER RESOLVED THAT THE Request for Proposal include the rental fee proposed for the two rooms which will be paid for by the daycare/nursery school.

12. Receipt of Bids for Re-Roof of H. & M. Potter School: ACTION

RESOLVED that the Berkeley Township Board of Education acknowledge receipt of the following bids at the bid opening on March 24, 2015, at 2:00 p.m. in the Board Office for the Re-Roof of H. & M. Potter School in Bayville, New Jersey, as follows:

Company Name	Total Bid	Alt. #1	Alt. #2	Alt. #3
Integrity Roofing Inc.	\$778,000	-\$ 5,000	-\$50,000	+\$17,000
Roof Management Inc.	\$804,000	-\$40,000	-\$34,500	+\$87,000
M.T.B. LLC	\$827,000	-\$40,000	-\$42,000	-\$15,000
Noble Roof & Sheet Metal	\$928,745	-\$30,000	-\$28,000	+\$69,000
Laurant Contruction	\$933,000	---	-\$23,000	+\$25,000

13. Award of Bid for Re-Roof of H. & M. Potter School: ACTION

RESOLVED that the Berkeley Township Board of Education approve Integrity Roofing Inc. for the Re-Roof of H. & M. Potter School in Bayville, New Jersey, for a total cost of \$745,000 (Total Bid minus Alternate #2 plus Alternate #3), as lowest, responsive, responsible bidder.

X. OLD BUSINESS:

None.

XI. NEW BUSINESS:

None.

XII. PUBLIC DISCUSSION OF NON-AGENDA ITEMS:

None.

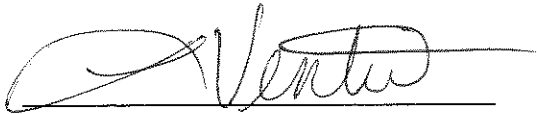
Mr . Cammarato noted that the Berkeley Township School District has complied with all of the DOE's requirements regarding PARCC testing.

Dr. Roselli noted that the Assistant Commissioner mentioned when he was in district that there will be consequences for all of the school districts who support parents' refusal of the PARCC.

XIII. ADJOURNMENT:

MOTION by Mr. Guarascio, second by Mr. Pellecchia, and all in favor that the meeting be adjourned at 5:49 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Laura Venter", written over a horizontal line.

Laura Venter, CPA, RSBA
Business Administrator/Board Secretary

