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**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
REGULAR MEETING MINUTES INDEX
DECEMBER 14, 2009
EXECUTIVE SESSION 6:45 P.M.
REGULAR SESSION 7:10 P.M.
WILLIAM ANNIN MIDDLE SCHOOL**

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**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
REGULAR MEETING MINUTES
DECEMBER 14, 2009
EXECUTIVE SESSION 6:45 P.M.
REGULAR SESSION 7:00 P.M.
WILLIAM ANNIN MIDDLE SCHOOL**

The meeting was called to order at 7:10 p.m. by President Koch.

I. Salute to Flag

II. Roll Call

PRESENT: Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Mr. Koch,
Ms. McGowan, Ms. McKeon, Ms. Sherwyn, Mr. Wilke

ABSENT: None

III. Executive Session – 6:45 p.m. – William Annin Conference Room

BE IT RESOLVED that the Bernards Township Board of Education met in closed session to discuss: negotiations; and further

BE IT RESOLVED that the matters discussed in closed session will be disclosed to the public as soon as and to the extent that such disclosure can be made without adversely affecting the public interest or without violation of the confidentiality of personnel.

On motion by Ms. Sherwyn, seconded by Ms. Carlsson, and approve by all present, the Board recessed into closed executive session at 6:47 p.m.

On motion by Ms. Cwerner, seconded by Mr. McKeon, and approved by all present, the Board returned to public session at 6:59 p.m.

The Board reconvened the regular meeting in the William Annin Middle School auditorium at 7:10 p.m.

IV. Regular Session – Call to Order – 7:10 p.m. – William Annin Middle School Auditorium

V. Statement of Public Notice

This was a regular Meeting of the Board of Education of Bernards Township. Notice of the time and place of this meeting was provided and copies of that resolution were forwarded to the official newspapers as designated by the Board of Education and to the Township Clerk and a copy of the notice was posted on the bulletin board of the Board of Education Offices in accordance with P.L. 1975 Chapter 231A.

We very much welcome input from the public. There are two times during regular meetings that the public is invited to speak. One time is early in the meeting before the Board votes, and you may speak about any item that is listed on tonight's agenda. Towards the end of the meeting, there is another public forum to address any topic whatsoever.

When you approach the microphone, please state your name and address. We do not have a specific time limit, but we ask that you keep your comments brief. Please understand that our public forums are not structured as question and answer sessions, but rather they are offered as opportunities to share your thoughts with the Board. In instances where the Board feels that there is a misunderstanding or inaccuracy, a member of the Board or Administration will address it in the Board Response portion of the agenda.

There are times when a member of the public makes a comment or asks a question about an employee. New Jersey statute does not permit us to discuss personnel issues in public. Also as a matter of law, a Board of Education may only vote for or against the hiring of an employee upon the recommendation of the superintendent. If the superintendent does not recommend a person, that person's name is not listed on the agenda and there is no vote on that action. If it is necessary for the Board to go into executive session at the end of the meeting, we will provide an estimated length of time for the session and whether any action is anticipated to be taken upon returning to public session.

VI. Student Representative

Student Representative Kate Carlucci updated the Board on activities at the high school including the success of the fall drama presentation and varsity football team. Noted was the Turkey Bowl, various charitable drives, the results of the Forensics Fall Classic, the Booster Club "Designing Ridge Wear" contest, developing a 100 year time capsule, the upcoming Jr./Sr. volleyball tournament and a suggestion box now in place at the high school.

VII. Superintendent's Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve of **Uniform State Memorandum of Agreement between Education and Law Enforcement Officials**. This is an annual approval and contains no revisions from 2008-09.

The foregoing was approved unanimously.

“Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McGowan, Ms. McKeon, Ms. Sherwyn, Mr. Wilke, Mr. Koch

VIII. Board Presentation

1) David Gurgel of **Energy for America** presented a proposal to the Board for a computerized boiler control system to be placed in William Annin Middle School. If the program proves as successful as anticipated, it would be brought to the other buildings. He highlighted the following:

- Background of company
- Round the clock monitoring of the school's boiler system
- Comfort & system reliability
- % of cost savings to the district

IX. Public Forum on Agenda Items

Comments and questions included potential cost savings of computerized control systems, the budget year in which savings would be realized and the lateness of the last day of school in 2011-12.

Curriculum Chairperson Susan Carlsson read a statement regarding the recent viewing of the movie, *The Crime of Father Amaro*, in two Honors V Spanish classes. The Curriculum Committee met last week and discussed the concerns raised by the public.

The remaining public comments focused on this topic. In addition to concerns regarding the appropriateness of the film, questions were raised regarding future policy on permission slips, reviewing supplemental materials and curriculum planning.

Board President Bill Koch thanked the public for its comments. Board comments included preventative measures, review of supplemental instruction and permission slips, disappointment and accountability, a re-evaluation of procedures and re-establishing

trust.

X. Board Presentation

- 2) *Post Secondary Report – Director of Curriculum Sean Siet (Tabled until January Board meeting)*

XI. Approval of Minutes

November 16, 2009 – Executive Session Minutes

November 16, 2009 – Regular Session Minutes

On motion by Ms. Carlsson, seconded by Ms. Cwerner the foregoing was approved by the following roll call vote:

- “Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McGowan,
Ms. McKeon, Ms. Sherwyn, Mr. Wilke, Mr. Koch
- “Noes” - None
- “Abstain” - None

XII. Committee Reports

FINANCE

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby approve a list of disbursements dated December 14, 2009 consisting of warrants in the amount of \$4,881,895.13.

- 2) The Bernards Township Board of Education acknowledges receipt of the November 2009 Financial Reports from the Board Secretary, the monthly Investment Report for November 2009, and the Treasurer of the School Monies Report for November 2009.

BE IT RESOLVED that pursuant to N.J.A.C. 6:20-2.13(e), the Bernards Township Board of Education, after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials, and to the best of their knowledge, certifies that as of the date of the Secretary's Monthly Financial Report, no major account

or fund has been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3) The Bernards Township Board of Education does hereby approve the November 2009 line item transfers totaling \$32,220.35 to the 2009-10 school budget, list on file in the Board office.

4) The Bernards Township Board of Education does hereby approve the following **out-of-district placement** for the 2009-10 school year:

<u>Student #:</u>	<u>Name of School:</u>	<u>Annual Tuition:</u>
300924	Developmental Learning Center – Warren	\$58,436.10

5) The Bernards Township Board of Education does hereby approve **professional development** expenses in accordance with P.L. 2007 An Act Concerning School District Accountability and annual Board resolution for the 2009-10 school year:

<u>Name:</u>	<u>Name of Conference:</u>	<u>Cost:</u>	<u>Date(s):</u>
B. Bush	Cognitive Behavioral Treatment of Pediatric Anxiety Disorders	\$680	4/29/2009 – 4/30/2009
K. Hudock	Social Networking: A New Frontier	\$175	12/07/2009

6) The Bernards Township Board of Education does hereby approve the following list of **field trip destinations** for the 2009-10 school years:

Avery Fisher Hall, New York, NY
 Morgan Stanley Children's Hospital, New York, NY
 The College of New Jersey, Ewing, NJ
 The Seeing Eye, Morristown, NJ

7) The Bernards Township Board of Education does hereby designate the stated personnel to sign checks on the following new account for the 2009-10 school year:

Performing Arts Business Administrator, Principal or Supervisor of Fine & Practical Arts

8) The Bernards Township Board of Education does hereby approve of the disposal by sale of the following two retired school buses:

<u>Year:</u>	<u>Model:</u>	<u>VIN:</u>
1993	GMC Van	2GDHG31JXP4517113
1995	Bluebird Bus	1GDM7T1JXSJ504523

9) The Bernards Township Board of Education does hereby accept the following **out-of-district** student for the 2009-10 school year:

<u>Student #:</u>	<u>Sending District:</u>	<u>Prorated Tuition:</u>
ID to come	North Plainfield Public School District commencing January 4, 2010 – June 2010	\$22,387.80

10) After having conducted a deliberative process to interview and review the energy saving proposals of several companies, the Bernards Township Board of Education does hereby award a contract for professional engineering services to **Energy for America** (EFA) for an estimated year 1 cost of \$28,126 to optimize the boiler plant at William Annin Middle School.

Board discussed the Energy for America proposal and district field trips.

On motion by Mr. Carlucci, seconded by Ms. Cwerner Item #10 was approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McGowan,
Ms. McKeon, Ms. Sherwyn, Mr. Wilke, Mr. Koch
“Noes” - None
“Abstain” - None

Item #1 through 9 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McGowan
(except Item #6), Ms. McKeon, Ms. Sherwyn, Mr. Wilke, Mr. Koch
“Noes” - Ms. McGowan (only Item #6)
“Abstain” - None

PERSONNEL

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby accept the resignation of **Lori Jones** Assistant Principal Liberty Corner School effective January 22, 2010.

2) The Bernards Township Board of Education does hereby approve a paid maternity leave for **Jessica Demsak** Art Teacher William Annin Middle School effective March 1, 2010 through May 3, 2010 utilizing 40 personal illness days then New Jersey Family Leave effective May 4, 2010 through June 8, 2010 running concurrently with

Federal Family Leave effective May 4, 2010 through June 30, 2010 returning September 1, 2010.

3) The Bernards Township Board of Education does hereby approve a paid maternity leave for **Jessica Kovacs** Grade 4 Teacher Cedar Hill School effective March 1, 2010 through May 3, 2010 utilizing 40 personal illness days then New Jersey Family Leave effective May 4, 2010 through June 15, 2010 running concurrently with Federal Family Leave effective May 4, 2010 through September 30, 2010 then an unpaid child care leave effective October 1, 2010 through June 30, 2011 returning September 1, 2011.

4) The Bernards Township Board of Education does hereby approve a paid maternity leave for **Lisa Howard** Italian Teacher Ridge High School effective March 15, 2010 through May 14, 2010 utilizing 40 personal illness days then New Jersey Family Leave effective May 15, 2010 through June 30, 2010 running concurrently with Federal Family Leave effective May 15, 2010 through June 30, 2010 returning September 1, 2010.

5) The Bernards Township Board of Education does hereby approve a paid maternity leave for **Kristin Smerillo** Grade 3 Teacher Cedar Hill School effective January 11, 2010 through March 12, 2010 utilizing 40 personal illness days then New Jersey Family Leave effective March 15, 2010 through May 2, 2010 running concurrently with Federal Family Leave effective March 15, 2010 through June 30, 2010 returning September 1, 2010.

6) The Bernards Township Board of Education does hereby approve an unpaid leave of absence for **Joan Myers** Instructional Aide Cedar Hill School effective February 1, 2010 through March 12, 2010.

7) The Bernards Township Board of Education does hereby approve the following **change in assignments** for the 2009-10 School year:

<u>Name:</u>	<u>From:</u>	<u>To:</u>
Megan Van Pelt	Grade 2 Cedar Hill School effective February 1, 2010 through June 30, 2010	Grade 3 Cedar Hill School at a salary of Step 7 MA \$56,023 effective January 4, 2010 through June 30, 2010

Kathleen Horbatt	Grade 2 Teacher Cedar Hill School at a salary of Step 3 MA \$51,858 effective September 1, 2009 through January 31, 2010 as a maternity leave replacement for Megan VanPelt. Salary prorated to \$25,929	Grade 2 Teacher Cedar Hill School at a salary of Step 3 MA \$51,858 effective September 1, 2009 through January 31, 2010 as a maternity leave replacement for Megan VanPelt and a maternity leave replacement for Kristin Smerillo effective February 1, 2010 through June 30, 2010
Jordana Franzblau	Grade 5 Teacher Cedar Hill School at a salary of Step 1 BA \$44,232 effective September 1, 2009 through January 31, 2010 as a maternity leave replacement for Megan Taxeras. Salary prorated to \$22,116	Grade 5 Teacher Cedar Hill School at a salary of Step 1 BA \$44,232 effective September 1, 2009 through January 31, 2010 as a maternity leave replacement for Megan Taxeras and a maternity leave replacement for Jessica Kovacs effective February 1, 2010 through June 30, 2010
Megan Taxeras	Grade 5 Cedar Hill School effective February 1, 2010 through June 30, 2010	Permanent Substitute Cedar Hill School effective February 1, 2010 through February 28, 2010 then Grade 4 Teacher Cedar Hill School effective March 1, 2010 through June 30, 2010 at a salary of Step 7 MA \$56,023

8) The Bernards Township Board does hereby appoint **Jean O’Connell** Acting Director of Special Education and approve the job description dated December 11, 2009, at a salary of \$130,605 effective October 26, 2009 through June 30, 2010. Salary to be prorated to reflect start date.

9) The Bernards Township Board of Education does hereby appoint **Allyson Sudol** Supervisor of Special Education Self Contained/Autistic Programs, and approve the job description dated December 11, 2009, at a salary \$77,000 effective February 1, 2010 through June 30, 2010. Salary to be prorated to reflect start date.

10) The Bernards Township Board of Education does hereby appoint **Jameson Chin** Technology Education Teacher Ridge High School at a salary of Step3 BA \$45,973 effective January 28, 2010 through June 30, 2010. Salary to be prorated to reflect start date.

11) The Bernards Township Board of Education does hereby appoint **Daniela D'Amato** Italian Teacher Ridge High School at a salary of Step 2 BA \$45,094 effective March 8, 2010 through June 30, 2010 as a maternity leave replacement for Lisa Howard. Salary to be prorated to reflect start date.

12) The Bernards Township Board of Education does hereby appoint **Kaitlin Liszewski** Special Education Teacher Liberty Corner School at a salary of Step 1 BA \$44,232 effective February 1, 2010 through June 30, 2010 as a maternity leave replacement for Trish Manies. Salary to be prorated to reflect start date.

13) The Bernards Township Board of Education does hereby appoint **Julianne Makatura** Occupational Therapist Cedar Hill School and Liberty Corner School at a salary of \$70 per hour effective January 4, 2010 through June 30, 2010.

14) The Bernards Township Board of Education does hereby appoint **Aneta Kagan-Mascaro** French Teacher Ridge High School at a salary of \$80 per day effective December 1, 2009 through December 23, 2009 as a medical leave replacement.

15) The Bernards Township Board of Education does hereby appoint **Joan Jackson-Zadroga** Instructional Aide Cedar Hill School at a salary of Step 1 \$23.10 per hour 7.5 hours effective December 2, 2009 through February 5, 2010 as a maternity Leave Replacement for Ijeoma Anyanwu-Onegbu then an Instructional Aide Mount Prospect School at a salary of Step 1 \$23.10 per hour 7.5 hours effective February 8, 2010 through June 24, 2010 as a maternity leave replacement for Barbara Roberts.

16) The Bernards Township Board of Education does hereby appoint **Joanne Tasy** Instructional Aide William Annin Middle School at a salary of Step 3 \$24.50 per hour 7.5 hours per day 118 days effective December 14, 2009 through June 24, 2010.

17) The Bernards Township Board of Education does hereby appoint the following **extracurricular assignments** for the 2009-10 School year:

<u>Staff Member:</u>	<u>Assignment:</u>	<u>School:</u>	<u>Stipend:</u>	<u>Longevity:</u>
Anna Hill	Co-Head Ski Team .5	RH	\$2,878	3 years/0 points/\$0
Bill Tracy	Winter Fitness Center 3x week	RH	\$1,767	0 years/0 points/\$0
Tom Blackwell	Winter Fitness Center 2x week	RH	\$1,178	0 years/0 points/\$0
Stephanie Villarino	Asst Cheerleader Winter	RH	\$1,923	0 years/0 points/\$0
Jenalyn Eidson	MSG Network	RH	\$ 500	
William Ortega	MSG Network	RH	\$ 500	
Giovanna Annunziato	Assistant Girl Fencing	RH	\$3,798	
Pat Slattery	.5 Team Leader 6 th Grade	WA	\$1653.40	

18) The Bernards Township Board of Education does hereby appoint the following

individual in the assignment listed for an **at home program** for the 2009-10 school year:

Name: **Assignment:** **Hourly Rate:**
 Falynn Wzorek Instructional Aide \$30 per hour 5 hours per week 11/3/09-6/24/10

19) The Bernards Township Board of Education does hereby appoint **Elaine Matteo** Guidance Counselor at William Annin Middle School to teach Anti-Bullying Classes at a salary of \$50 per hour effective 2009-10 school year.

20) The Bernards Township Board of Education does hereby approve the following **student interns** for the 2009-10 school year:

<u>Name:</u>	<u>College/University:</u>	<u>Cooperating Teacher:</u>
Amy Arthur	Caldwell	Grade 2/Marsha Scheffler Cedar Hill School 1/13/10-05/4/10
Munmeet Kaur	Caldwell	Art/Carla Falb Ridge High 1/19/10-4/16/10
Matthew Futerman	Caldwell	Special Education/Brian Scott Ridge High 1/19/10-4/16/10
Dorothy Meyer	RVCC	Elementary/Barbara House-Quigley Liberty Corner 12/4/09-12/20/09

21) The Bernards Township Board of Education does hereby appoint the following **volunteers** for the 2009-10 school year:

Katie Beykirch	Drama WAMS
Stephanie Moench	Drama WAMS
Jen Fowler	Drama WAMS
Candace Hull	Drama WAMS

22) The Bernards Township does hereby appoint the following **substitute teachers** for the 2009-10 school year at a salary of \$80 per day and \$120 per day for substitute nurses:

Alyse Williams* +
 Laura Whitehead* +
 Daniel Piatek
 Isis Gonzalez
 Natalie DiPentino*+
 Diana Bartley*+
 Carol Iaione*
 Alix Marsters*+

Drew Greco*+
Rita Lam
Harvey Whitaker

*Subject to County Approval
+Subject to Fingerprint Clearance

23) The Bernards Township Board of Education does hereby approve a paid maternity leave for **Nicole Gilmore** Language Arts Teacher Ridge High School effective March 15, 2010 through May 14, 2010 utilizing 39 personal illness days then New Jersey Family Leave effective May 17, 2010 through June 30, 2010 running concurrently with Federal Family Leave effective May 17, 2010 through October 11, 2010 returning September 1, 2011.

24) The Bernards Township Board of Education does hereby approve a paid maternity leave for **Kelly DeMayo** Social Studies William Annin School effective May 2, 2010 through June 30, 2010 utilizing 39 personal illness days then New Jersey Family Leave effective September 1, 2010 through October 13, 2010 running concurrently with Federal Family Leave effective September 1, 2010 through November 30, 2010 returning September 1, 2011.

25) The Bernards Township Board of Education does hereby appoint **Thomas George** Adaptive Physical Education Teacher Ridge High School at a salary of Step 1 BA \$44,232 effective January 4, 2010 through June 30, 2010 as a maternity leave replacement for Tara Cantagallo. Salary to be prorated to reflect start date.

26) The Bernards Township Board of Education does hereby appoint **Dana Paoella** Science Teacher William Annin Middle School at a salary of Step 6 BA \$48,716 effective on or before February 14, 2010 through June 30, 2010 as a maternity leave replacement for Christina Miller. Salary to be prorated to reflect start date.

27) The Bernards Township Board of Education does hereby appoint **Laura Sinisgallo** Special Education Teacher William Annin Middle School at a salary of Step 1 BA \$44,232 effective December 16, 2009 through June 30, 2010 as a maternity leave replacement for Becky Bollaro. Salary to be prorated to reflect start date.

Ms. Sudol will be introduced at the next Board meeting and Assistant Principal Liberty Corner School Lori Jones has accepted a position as K-2 Principal & K-8 Curriculum Director in Long Hill Township.

On motion by Ms. Carlsson, seconded by Ms. Cwerner, Items #1 through 27 were approved by the following roll call vote:

- “Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McGowan,
Ms. McKeon, Ms. Sherwyn, Mr. Wilke, Mr. Koch
“Noes” - None
“Abstain” - None

POLICY

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve the following policies on second reading & adopt said policies:

- | | |
|----------------------------|--|
| a) Policy File Code: 3138 | Private Tutoring/Personal Services |
| b) Policy File Code: 5331 | Anaphylaxis to Food and Other Substances |
| c) Policy File Code: M5752 | Marital Status and Pregnancy |
| d) Policy File Code: M5860 | Safety Patrol |
| e) Policy File Code: M6480 | Purchase of Food Supplies |
| f) Policy File Code: M6510 | Payroll Authorization |
| g) Policy File Code: M6660 | Student Activity Fund |
| h) Policy File Code: M7650 | School Vehicle Assignment, Use, Tracking,
Maintenance, and Accounting |

2) The Bernards Township Board of Education does hereby approve the following policy on first reading:

- | | |
|----------------------------|--|
| a) Policy File Code: M8601 | Pupil Supervision After School Dismissal |
|----------------------------|--|

3) The Bernards Township Board of Education does hereby adopt the revised school district calendar for the 2011-12 school year that reflects a change in the dates of the NJEA Convention in November 2011.

On motion by Ms. Cwerner, seconded by Ms. Carlsson, Items #1 through 3 were approved by the following roll call vote:

- “Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McGowan,
McKeon, Ms. Sherwyn, Mr. Wilke, Mr. Koch
“Noes” - None
“Abstain” - None

4) *The Bernards Township Board of Education does hereby approve the school district calendar for the 2012-13 school year. (Tabled)*

Discussion was held regarding adopting the county format for the 2012-13 school calendar. The cost savings and availability of county inservice training were noted as positives for the change from the previous format. It was agreed that further discussion should be held and it was referred back to the Policy Committee.

On motion by Mr. Carlucci, seconded by Ms. McGowan, Item #4 was tabled by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. McGowan, Ms. McKeon,
Ms. Sherwyn, Mr. Wilke
“Noes” - Ms. Cwerner, Mr. Koch
“Abstain” - None

XII. Board Forum

Comments were made regarding the number of spam messages coming through the Board email account.

XIV. Public Forum on Other Than Agenda Items

Comments were made regarding the change to the format of the 2012-13 school calendar and the survey results from last year.

XV. Adjournment

On motion by Ms. Carlsson, seconded by Ms. Cwerner, and approved by all present, the meeting was adjourned at 10:00 p.m.

Respectfully submitted,

Nick Markarian