

**BERNARDS TOWNSHIP BOARD OF EDUCATION  
BASKING RIDGE, NEW JERSEY  
MINUTES INDEX  
MAY 7, 2018  
REGULAR SESSION 5:00 P.M.  
EXECUTIVE SESSION 5:01 P.M.  
WILLIAM ANNIN MIDDLE SCHOOL ROOM 116  
REGULAR SESSION 7:00 P.M.  
WILLIAM ANNIN MIDDLE SCHOOL AUDITORIUM**

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**BERNARDS TOWNSHIP BOARD OF EDUCATION  
BASKING RIDGE, NEW JERSEY  
MEETING MINUTES  
MAY 7, 2018  
REGULAR SESSION 5:00 P.M.  
EXECUTIVE SESSION 5:01 P.M.  
WILLIAM ANNIN MIDDLE SCHOOL ROOM 116  
REGULAR SESSION 7:04 P.M.  
WILLIAM ANNIN MIDDLE SCHOOL AUDITORIUM**

**I. Regular Session – Call to Order – 5:00 p.m. – William Annin Middle School Auditorium**

**II. Salute to the Flag**

**III. Roll Call**

Present: Mr. Byrne, Ms. Cwerner, Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman, Mr. Salmon, Ms. White, Ms. Wooldridge, Mr. Markarian, Mr. Siet, Mr. McLaughlin, Board Counsel John Croot

Absent: None

**IV. Executive Session – 5:01 p.m. – William Annin Middle School Room 116**

On motion by Mr. Salmon and seconded by Ms. Cwerner, and approved by all present, the Board recessed into closed executive session at 5:01p.m.

BE IT RESOLVED that the Bernards Township Board of Education shall meet in closed session to discuss: confidential matter related to personnel, students, and contract 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. Wooldridge seconded by Ms. White and approved by all present, the Board closed the Executive Session at 7:00p.m.

**V. Regular Session – Call to Order – 7:04 p.m. – William Annin Middle School Auditorium**

## VI. **Statement of Public Notice**

This is 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. In order to run efficient meetings and to allow maximum opportunity for members of the public to speak, the Board reserves the right to set a time limit for individual comments and/or public comment portions of the agenda. Please understand that public comment portions of our agendas are not structured as question and answer sessions, but rather they are offered as opportunities to share your thoughts with the Board. Any Board responses to public comment will be addressed during Board Forum, or during committee reports.

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.

## VII. **Public Hearing 2018-19 Budget**

- 1) **2018-19 School Budget Presentation** – Superintendent, Nick Markarian, & Business Administrator, Rod McLaughlin

Business Administrator Rod McLaughlin and Superintendent Nick Markarian presented an overview of the 2018-19 school budget.

Items highlighted included:

- Expense comparisons between the final FY1718 budget and preliminary FY1819 budget

- An overview of Capital Projects including the William Annin Middle School Phase 1 HVAC project, Liberty Corner School and Oak Street School flooring project, Ridge High School entrance project and the William Annin Middle School ceiling fan project.
- An overview of factors that affect the budget
- A five-year review of: revenues, snapshot of budgets, general operating budgets, breakdown of instruction, general education costs, special education costs and support services
- Transportation budget for FY1819
- An eight year history of taxes
- Enrollment snapshot
- Staffing considerations and recommendations

For the complete presentation click [here](#).

2) Board Forum on Budget

No comments were made.

3) Public Comment on Budget

Public comments were made in regard to budgeting for programs at the schools that promote environmental awareness and the per-pupil cost for FY1819.

Superintendent Markarian responded that the user-friendly budget would be posted on the Bernards Township Board of Education within the next few days for the public to obtain further information including the per-pupil cost for FY1819.

4) WHEREAS, the Superintendent and Business Administrator prepared this 2018-2019 budget on forms prescribed by the State Department of Education and submitted it along with required supporting documentation to the Executive County Superintendent, and

WHEREAS, the Executive County Superintendent reviewed and approved the budget, and

WHEREAS, the proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A

RESOLVED, the Bernards Township Board of Education does hereby approve and adopt the following school district budget for the 2018-2019 school year for purposes of establishing the tax levy:

	<u>CURRENT</u> <u>EXPENSE FUND</u>	<u>SPECIAL</u> <u>REVENUES</u>	<u>DEBT</u> <u>SERVICE</u>	<u>TOTAL</u>
2018-2019 Total Expenditures	<b>\$96,417,783</b>	<b>\$1,303,557</b>	<b>\$5,373,963</b>	<b>\$103,095,303</b>
Less: Anticipated Revenues	<b>\$10,991,252</b>	<b>\$1,303,557</b>	<b>\$266,380</b>	<b>\$12,561,189</b>
Taxes to be Raised:	<b><u>\$85,426,531</u></b>	<b><u>\$0</u></b>	<b><u>\$5,107,583</u></b>	<b><u>\$90,534,114</u></b>

And be it RESOLVED, That there should be raised for General Funds \$85,426,531 for the ensuing school year 2018-2019.

5) The Bernards Township Board of Education does hereby approve the schedule of municipal tax levy for the 2018-2019 school year:

2018-2019 TAX LEVY SCHEDULE

	General Funds:	Debt Services:	Total Payment
July	\$ 7,118,877.58	\$ 425,631.92	\$ 7,544,509.50
August	\$ 7,118,877.58	\$ 425,631.92	\$ 7,544,509.50
September	\$ 7,118,877.58	\$ 425,631.92	\$ 7,544,509.50
October	\$ 7,118,877.58	\$ 425,631.92	\$ 7,544,509.50
November	\$ 7,118,877.58	\$ 425,631.92	\$ 7,544,509.50
December	\$ 7,118,878.08	\$ 425,631.42	\$ 7,544,509.50
Sub Total:	<u>\$ 42,713,266.00</u>	<u>\$ 2,553,791.00</u>	<u>\$ 45,267,057.00</u>
January	\$ 7,118,877.58	\$ 425,631.92	\$ 7,544,509.50
February	\$ 7,118,877.58	\$ 425,631.92	\$ 7,544,509.50
March	\$ 7,118,877.58	\$ 425,631.92	\$ 7,544,509.50
April	\$ 7,118,877.58	\$ 425,631.92	\$ 7,544,509.50
May	\$ 7,118,877.58	\$ 425,631.92	\$ 7,544,509.50
June	\$ 7,118,877.08	\$ 425,632.42	\$ 7,544,509.50
Sub Total:	<u>\$ 42,713,265.00</u>	<u>\$ 2,553,792.00</u>	<u>\$ 45,267,057.00</u>
2018-2019 Levy:	<u>\$ 85,426,531.00</u>	<u>\$ 5,107,583.00</u>	<u>\$ 90,534,114.00</u>

On motion by Ms. Gray seconded by Ms. Cwerner Items #4 and #5 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Cwerner, Ms. Gray, Ms. Korn, Ms. McKeon, Mr. Salmon, Ms. Richman, Ms. White and Ms. Wooldridge  
 “Noes” - None

“Abstain” - None

### VIII. Superintendent’s Report

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby affirm receipt of the **HIB Report** dated May 7, 2018.
- 2) The Bernards Township Board of Education does hereby approve the following **School Bus Evacuation Drills** for the 2017-18 school year:

<u>School:</u>	<u>Date:</u>
Oak Street School	April 23, 2018 - April 27, 2018

On motion by Ms. Korn seconded by Ms. Wooldridge Items #1-2 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Cwerner, Ms. Gray, Ms. Korn, Ms. McKeon, Mr. Salmon, Ms. Richman, Ms. White and Ms. Wooldridge  
 “Noes” - None  
 “Abstain” - None

Superintendent Markarian made note of Ridge High School teacher Frank Caccavale. Mr. Caccavale’s Technology and Engineering program was recognized as one of 39 programs worldwide to earn the Program Excellence Award in 2018.

Mr. Markarian also discussed several achievements of the Ridge High School A ’Capella Choir at the recent Big Apple Classic. Accomplishments include:

- Four first-place Gold/ Superior ratings
- Outstanding Solo Senior- Helen Shen
- Outstanding Student Accompanist- Albert Gu
- Outstanding Tenor Section
- Grand Champion A ’Capella Choir in NYC
- Grand Champion Madrigal Singers

Mr. Markarian congratulated Michael Fackleman, Fine Arts Supervisor, Barbara Retzko, Choral Director and the staff and students at Ridge High School for this achievement.

### IX. Public Comment on Agenda Items

### X. Approval of Minutes

BE IT RESOLVED THAT



1) The Bernards Township Board of Education does hereby approve the following minutes:

April 23, 2018 – Executive Minutes- First Session  
 April 23, 2018 – Executive Minutes- Second Session  
 April 23, 2018 – Regular Session Minutes

On motion by Ms. Cwerner seconded by Ms. White the foregoing were approved by the following roll call vote:

“Ayes” - Mr. Byrne (abstain Executive Minutes Second Session only), Ms. Cwerner, Ms. Korn, Ms. McKeon, Mr. Salmon, Ms. Richman, Ms. White and Ms. Wooldridge  
 “Noes” - None  
 “Abstain” - Mr. Byrne (Executive Minutes Second Session only) and Ms. Gray

#### XI. Finance Committee Report

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby approve a [list of disbursements](#) dated May 7, 2018 consisting of warrants in the amount of \$4,480,445.67.
- 2) 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 2017-18 school year:

<u>Name:</u>	<u>Name of Conference:</u>	<u>Cost:</u>	<u>Date(s):</u>
L. Jordan	Cisco Certification Practice and Exam	\$465	05/18/2018

3) The Bernards Township Board of Education received bids for Asbestos Abatement on Friday, April 20, 2018 at 11:00 a.m. Bids were received from the following companies:

	<u>Total</u>
Savic Construction	\$58,900
Unicorn Contracting	\$59,800
Lilich Corporation	\$67,104

Whereas, **Savic Construction** is the lowest responsible bidder, the Bernards Township Board of Education does hereby award the contract to Savic Corporation, 205 Route 46, Suite 15, Totowa, NJ as the lowest responsible bidder contingent upon attorney

review and execution of a mutually agreeable contract.

On motion by Ms. Richman seconded by Ms. Gray Items #1-3 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Cwerner, Ms. Gray, Ms. Korn, Ms. McKeon, Mr. Salmon,  
Ms. Richman, Ms. White and Ms. Wooldridge  
“Noes” - None  
“Abstain” - None

Ms. McKeon provided an update from the Finance Committee meeting held on April 25, 2018. Topics included the FY1819 Budget, staffing requests and the use of the Ridge High School Track and Field during inclement weather.

## XII. Personnel Committee Report

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby accept the Retirement of **Joanne Arvay** Secretary Special Services effective June 30, 2018.
- 2) The Bernards Township Board of Education does hereby accept the Retirement of **Alexis Carola** Instructional Aide Liberty Corner School effective June 30, 2018.
- 3) The Bernards Township Board of Education does hereby accept the Retirement of **Christine Sosanie** Instructional Aide Mount Prospect School effective June 30, 2018.
- 4) The Bernards Township Board of Education does hereby accept the resignation of **Mairead Chern** Instructional Support Teacher Mount Prospect School effective June 30, 2018.
- 5) The Bernards Township Board of Education does hereby approve a paid Child Care Leave for **Annette Franco** Grade 5 Teacher Cedar Hill School effective September 17, 2018 through October 24, 2018 utilizing 27 personal illness days then an unpaid New Jersey Family Leave effective October 25, 2018 through December 5, 2018 running concurrently with an unpaid Federal Family Leave effective October 25, 2018 through January 25, 2019, returning February 1, 2019.
- 6) The Bernards Township Board of Education does hereby approve a paid Child Care Leave for **Katherine Puopolo** Special Education Teacher Mount Prospect School effective September 27, 2018 through November 28, 2018 utilizing 40 personal illness days then an unpaid New Jersey Family Leave effective November 29, 2018 through January 17, 2019 running concurrently with an unpaid Federal Family Leave effective November 29, 2018 through February 29, 2019, returning March 4, 2019.
- 7) The Bernards Township Board of Education does hereby approve the following **Change In Assignments, Locations or Salaries** for the 2017-18 school year:

<u>Staff Member:</u>	<u>To:</u>	<u>From:</u>
Chiara Kupiec	Prom Advisor (5 months) \$942 4 years/0 points/\$0	Prom Advisor (10 months) \$1,884 4 years/0 points/\$0
Chiara Kupiec	Class Advisor-Junior (5 months) \$942.00	Class Advisor-Junior (10 months) \$1,884 none
Rachel Miranda	Dance Team (8 months) \$2958.40 5 years/1 point/\$198.00	Dance Team (10 months) \$3,698 5 years/1 point/\$198.00
Rachel Miranda	Dance Collective (8 months) \$987.20 none	Dance Collective (10 months) \$1,234 none
Rachel Miranda	National Dance Art Honors Society Club (8 months) \$987.20 none	National Dance Art Honors Society Club (10 months) \$1,234 none
Lauren Wacha	Step 23 MA+30 (500) \$100,946.05 FTE 1.05	Step 23 MA+30 (500) \$105,467.25 FTE: 1.05
Catarina Gomes	Detention 3x week WAM \$4,350 4 years/0 point/\$0 September-June	Detention 3x week WAM \$3,480 4 years/0 point/\$0 September-April
Tracy DeFrancesco	Occupational Therapist .8 Step 18 MA \$66,938.40 effective September 1, 2017 through June 30, 2018	Occupational Therapist Step 18 MA \$83,673.00 effective May 14, 2018, 2018 through June 30, 2018

8) The Bernards Township Board of Education does hereby appoint **Ann Kay** Instructional Support Liberty Corner School at a salary of Step 1 BA \$49,655 effective May 7, 2018 through June 30, 2018 as a maternity leave replacement for M. Kopecki.

9) The Bernards Township Board of Education does hereby appoint **Jennifer Richardson** Special Education-BD Teacher Cedar Hill School at a salary of Step 4 BA \$50,905 effective May 23, 2018 through June 30, 2018 as a maternity leave replacement for K. Allen. Certificate of Eligibility-Alternate Route-Mentoring required.

10) The Bernards Township Board of Education does hereby appoint **Jessica Boyle** Instructional Aide Liberty Corner School at a salary of \$21.25 per hour 5.5 hours per day effective May 7, 2018 through June 20, 2018 as a maternity leave replacement for K. Meyers.

11) The Bernards Township Board of Education does hereby appoint **Belinda Kennelly Banchken** Instructional Aide Cedar Hill School at a salary of \$21.25 per hour 4 hours per day effective May 7, 2018 through June 20, 2018.

12) The Bernards Township Board of Education does hereby appoint **Christopher Haines** Social Studies Teacher Ridge High School at a salary of \$90.00 per diem effective May 9, 2018 through end of assignment as a medical leave replacement.

13) The Bernards Township Board of Education does hereby appoint the following **Extra-Curricular Assignment** for the 2017-18 school year:

<u>Loc:</u>	<u>Staff Member:</u>	<u>Assignment:</u>	<u>17-18:</u>	<u>Years/Step/Points:</u>
WA	William Stanzel	Detention 3x (May-June)	\$870	0 years/0 points/\$0

14) The Bernards Township Board of Education does hereby approve the following staff members in the **Various Assignments** listed for the 2017-18 school year:

<u>Staff Member:</u>	<u>Assignment:</u>	<u>Salary:</u>
Maggie Davignon	Immigrant Tutor	\$60.00 per hour
Judy Spero	After Care Program	\$20.00 per hour
Anna Chianese	At Home Program	\$66.30 per hour
Ethan Fain	After Care Program Student Worker	\$12.00 per hour
Emily Warshaw	After Care Program Student Worker	\$12.00 per hour
Wade Cohen	AP Proctor	\$110.00 per day
Roseanne Hogan	Assist Student AM Band- SE	\$26.86 per hour 6/1/18-6/20/18
Nicole Cataldi	Assist Spring Dance Recital-SE	\$66.30 per hour/up to 5 hours
Ashley Roberts	Assist Spring Dance Recital-SE	\$66.30 per hour/up to 5 hours

Michele McKay	Assist Spring Dance Recital-SE	\$66.30 per hour/up to 5 hours
Donna Wilson	Assist Spring Dance Recital-SE	\$21.25 per hour/up to 5 hours
Heather Botkowsky	Assist Spring Dance Recital-SE	\$27.52 per hour/up to 5 hours
Joanne Ruggerio	Assist Spring Dance Recital-SE	\$21.25 per hour/up to 5 hours

15) The Bernards Township Board of Education does hereby appoint **Anita DeAngelis** School Nurse Ridge High School at a salary of Step 13 BA \$60,912 effective September 1, 2018 through June 30, 2019.

16) The Bernards Township Board of Education does hereby appoint **Jennifer Richardson** Special Education-BD Teacher Cedar Hill School at a salary of Step 4 BA \$51,562 effective September 1, 2018 through June 30, 2019 as a maternity leave replacement for K. Allen. Certificate of Eligibility-Alternate Route-Mentoring required.

17) The Bernards Township Board of Education does hereby appoint **Robin Wells** Math Teacher Ridge High School at a salary of 8 MA \$62,250 effective September 1, 2018 through June 30, 2019.

18) The Bernards Township Board of Education does hereby approve the following **Pay to Play Clubs at William Annin Middle School** effective 2017-18 school year:

<u>Staff Member:</u>	<u>Club Name:</u>	<u>Amount:</u>
Steven Isaacs	Gaming Club	\$2,467
Danielle Plagge	Flute Choir	\$1,530
Diane Reilly	Chess Club	\$2,467
Allison Farrell	Art Club	\$2,467
Fiona Weiss	Fine Arts Club	\$1,233.50
Christine Daly	Colorguard	\$738

19) The Bernards Township Board of Education does hereby approve the following **Student Teacher Placements** for the 2017-18 school year:

<u>Student Teacher:</u>	<u>College/University:</u>	<u>Placement:</u>
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Allison Haddad	Virginia Tech	5/29/18-6/30/18 School Counselor RHS, P. Wu
Jordan Jansson	Susquehanna University	5/8/18-6/20/18 Elementary Observations CH
Claudia Ostertag	Gannon University	7/9/18-8/9/18 ESY Occupational Therapist E. Lamporello

On motion by Ms. Cwerner seconded by Ms. Wooldridge Items #1-19 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Cwerner, Ms. Gray, Ms. Korn, Ms. McKeon, Mr. Salmon, Ms. Richman, Ms. White and Ms. Wooldridge

“Noes” - None

“Abstain” - None

### **XIII. Policy Committee Report**

No report.

### **XIV. Curriculum Committee Report**

Ms. Wooldridge provided a committee report from the April 13, 2018 Curriculum Committee Meeting. Topics from that meeting included a Seal of Bi-literacy update, the grades 9-12 English Language Arts program, a mid-year performance update, overall test length issues at Ridge High School, a summer reading update and elementary Gifted and Talented English Language Arts enrichment.

### **XV. Advocacy Committee Report**

No report.

### **XVI. Liaison Committee Reports**

Ms. Cwerner reported from the recent New Jersey School Board Legislative meeting that she and Ms. Wooldridge attended. Topics included the State Science Assessment, HIB code updates that will be taking place in July, state funding for school districts and the upcoming annual Legislative Day on May 17, 2018 taking place in Trenton, NJ.

Ms. Cwerner noted that district concerns in regard to make up snow days and PARCC testing were brought to the attention of the State Attorney General.

### **XVII. Ad Hoc SEL Committee Report**

No report.

### **XVIII. Public Comment on Non-agenda Items**

Public comments were made in regard to school security, student mental health, the high school honors chemistry program and the STEAM program.

Superintendent Markarian addressed the public's concerns stating that the Honors Chemistry program will be discussed at the next Curriculum Committee meeting, acknowledged the receipt of a petition from students outlining concerns with the STEAM program and Project Lead the Way curriculum and noted that a balanced approach is important to school security and that once the report is received from the security consultant additional considerations will be made.

Mr. Byrne commented that on the importance of math in Engineering in relation to the STEAM program. Ms. Cwerner commented on mental health and thanked everyone for their comments to the Board.

### **XIX. Board Forum**

#### 1) Protocol for Email Responses

Board members discussed developing a system to effectively respond to emails in a timely manner.

#### 2) Board Self Evaluation

President McKeon discussed the Board Self Evaluation and board members discussed the various ways this could be done in a productive manner.

### **XX. Adjournment**

On motion by Ms. Cwerner and seconded by Ms. Korn and approved by all present, the meeting was adjourned at 9:57p.m.

Respectfully submitted,

Rod McLaughlin  
Board Secretary