

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MINUTES INDEX
SEPTEMBER 8, 2014
REGULAR SESSION 6:30 P.M.
EXECUTIVE SESSION 6:30 P.M.
REGULAR MINUTES 7:07 P.M.
WILLIAM ANNIN MIDDLE SCHOOL**

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WILLIAM ANNIN MIDDLE SCHOOL**

The meeting was called to order at 7:07 p.m. by President McKeon.

I. Regular Session – Call to Order – 6:30 p.m. – William Annin Middle School Auditorium

II. Salute to Flag

III. Roll Call

PRESENT: Mr. Byrne, Ms. Cwerner, Ms. Gray, Ms. Kusel, Ms. McGowan,
Ms. McKeon, Ms. Richman, Ms. Shah, Ms. Wooldridge

ABSENT: None

IV. Executive Session – 6:30 p.m. – William Annin Middle School Conference Room

BE IT RESOLVED that the Bernards Township Board of Education met in closed session to discuss: personnel; 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. Cwerner, seconded by Ms. Kusel, and approved by all present, the Board recessed into closed executive session at 6:30 p.m.

On motion by Ms. Kusel, seconded by Ms. Cwerner, and approved by all present, the Board returned to public session at 7:04 p.m.

The Board reconvened the regular meeting in the William Annin Middle School Auditorium at 7:07 p.m.

V. Regular Session – Call to Order – 7:07 p.m. – William Annin Middle School Auditorium

VI. 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.

VII. Superintendent's Report

1) Update on Quebec Student Trip

Supervisor of World Languages Kathy Stotler reported to the Board on the success of the student trip to Quebec. She stated it exceeded her expectations with the students immersing themselves in the culture by speaking French their entire stay in Canada. Two student participants, Liam McCluskey and Rachel Cohen, spoke on their experiences.

BE IT RESOLVED THAT

2) The Bernards Township Board of Education does hereby adopt the following **2014-15 & 2015-16 District Goals:**

- a) Utilize a comprehensive staff evaluation system which collects data to enhance instructional practices that support student learning and guide staff professional development.
- b) Promote Professional Learning Communities where staff collaborate to design assessments that generate data to be utilized for the purpose of setting S.M.A.R.T (Specific, Measurable, Attainable, Realistic, and Timely) goals and designing instruction to meet the needs of all learners.
- c) Increase the district's ability to prepare students for college, career and 21st century success.

3) The Bernards Township Board of Education does hereby adopt the following **2014-15 Board Goals:**

- a) Establish a policy (#0144.1) for an in-district new Board member mentoring program.
- b) Establish procedures for Policy #0155, Board Committees.
- c) Establish a procedure for determining Board priorities.

Discussion followed on the Board's committee structure. Several committee chairpersons reviewed their committee process including meeting schedules, development of agendas, dissemination of minutes to the full Board, and reporting out at a Board meeting. Comments were made regarding the general nature of the proposed Board goals. A broader goal allows for options in its development. Based on information from NJSBA, a Board's responsibility is policy making and governance and not the every day operation of the district.

On motion by Ms. Cwerner, seconded by Ms. Wooldridge, Items #2 and #3 were approved by the following roll call vote:

- "Ayes" - Ms. Cwerner, Ms. Gray, Ms. Kusel, Ms. McGowan, Ms. Richman, Ms. Shah, Ms. Wooldridge, Ms. McKeon
- "Noes" - Mr. Byrne
- "Abstain" - None

VIII. Public Comments on Agenda Items

Comments were made regarding a curricular matter, and district goals in relationship to implementation at the elementary teaching levels.

IX. Committee Reports

FINANCE

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby approve a list of disbursements dated September 8, 2014 consisting of warrants in the amount of \$3,791,330.66.
- 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 2014-15 school year:

<u>Name:</u>	<u>Name of Conference:</u>	<u>Cost:</u>	<u>Date(s):</u>
L. Wooldridge	NJSBA Advanced Boardsmanship Program	\$200	9/27/2014
R. McKeon	NJSBA Advanced Boardsmanship Program	\$200	9/27/2014
D. Aufiero	Makerbot Primer	\$440	9/12/2014
M. Potter	Makerbot Primer	\$440	9/12/2014

- 3) The Bernard's Township Board of Education does hereby designate and reserve \$6,045,180 of its Capital Reserve balance as of June 30, 2014 for the local share portion as set forth below for each of the following School Development Authority Grants:

**Bernards Township School District/Somerset County
Ridge High School**
 Project Description: Unit ventilator replacement
 DOE Project #: 0350-050-14-1002
 SDA Project #: 0350-050-14-G2NU
 Grant #: G5-5780
 Total Project Cost: \$553,500
 Grant Amount: \$221,400

Local Share: \$332,100

**Bernards Township School District/Somerset County
Ridge High School**
 Project Description: HVAC upgrades
 DOE Project #: 0350-050-14-1003
 SDA Project #: 0350-050-14-G2NV
 Grant #: G5-5781
 Total Project Cost: \$411,000
 Grant Amount: \$164,400

Local Share: \$246,600

**Bernards Township School District/Somerset County
William Annin Middle School**
 Project Description: Unit ventilator replacement
 DOE Project #: 0350-055-14-1005
 SDA Project #: 0350-055-14-G2NX
 Grant #: G5-5783
 Total Project Cost: \$1,311,600
 Grant Amount: \$524,640

Local Share: \$786,960

**Bernards Township School District/Somerset County
William Annin Middle School**
 Project Description: HVAC upgrades
 DOE Project #: 0350-055-14-1004
 SDA Project #: 0350-055-14-G2NW
 Grant #: G5-5782
 Total Project Cost: \$1,004,300
 Grant Amount: \$401,720

Local Share: \$602,580

Bernards Township School District/Somerset County
Oak Street Elementary School
Project Description: Roof replacement
DOE Project #: 0350-060-13-2001
SDA Project #: 0350-060-13-G2NY
Grant #: G5-5784
Total Project Cost: \$1,008,600
Grant Amount: \$403,440

Local Share: \$605,160

Bernards Township School District/Somerset County
Oak Street Elementary School
Project Description: HVAC upgrades
DOE Project #: 0350-060-14-1007
SDA Project #: 0350-060-14-G2OA
Grant #: G5-5786
Total Project Cost: \$615,500
Grant Amount: \$246,200

Local Share: \$369,300

Bernards Township School District/Somerset County
Cedar Hill Elementary School
Project Description: Unit ventilator replacement
DOE Project #: 0350-070-14-1009
SDA Project #: 0350-070-14-G2OC
Grant #: G5-5788
Total Project Cost: \$1,069,500
Grant Amount: \$427,800

Local Share: \$641,700

Bernards Township School District/Somerset County
Liberty Corner Elementary School
Project Description: HVAC upgrades
DOE Project #: 0350-080-14-1011
SDA Project #: 0350-080-14-G2OE
Grant #: G5-5790
Total Project Cost: \$967,600
Grant Amount: \$387,040

Local Share: \$580,560

Bernards Township School District/Somerset County
Oak Street Elementary School
Project Description: Unit ventilator replacement
DOE Project #: 0350-060-14-1006
SDA Project #: 0350-060-14-G2NZ
Grant #: G5-5785
Total Project Cost: \$997,500
Grant Amount: \$399,000

Local Share: \$598,500

Bernards Township School District/Somerset County
Cedar Hill Elementary School
Project Description: HVAC upgrades
DOE Project #: 0350-070-14-1008
SDA Project #: 0350-070-14-G2OB
Grant #: G5-5787
Total Project Cost: \$674,600
Grant Amount: \$269,840

Local Share: 404,760

Bernards Township School District/Somerset County
Liberty Corner Elementary School
Project Description: Unit ventilator replacement
DOE Project #: 0350-080-14-1010
SDA Project #: 0350-080-14-G2OD
Grant #: G5-5789
Total Project Cost: \$1,461,600
Grant Amount: \$584,640

Local Share: \$876,960

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

- “Ayes” - Mr. Byrne, Ms. Cwerner, Ms. Gray, Ms. Kusel, Ms. McGowan, Ms. Richman, Ms. Shah, Ms. Wooldridge, Ms. McKeon
- “Noes” - None
- “Abstain” - None

Board President Robin McKeon requested that Supervisor of World Languages Kathy Stotler present to the Board additional details in regard to her request to attend the Administrator Study Tour of China. Ms. Stotler applied and was accepted by the program sponsored by Rutgers University. She explained that the district anticipates offering a Mandarin language course in either 2015-16 or 2016-17. Ms. Stotler feels a program of this nature would better prepare her to create the curriculum. After questions from the Board it

was agreed her request would be referred to the Finance Committee. Ms. Stotler was requested to forward additional information for its review.

Business Administrator Rod McLaughlin responded to questions from the Board on the School Development Authority Grants. He stated these projects have already been submitted to the state for grant consideration. The state has requested that the local share of funds required be included in the Board's approval motion.

PERSONNEL

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby accept the resignation of **Tania Comerford** Grade 4 Teacher Liberty Corner School effective September 2, 2014.
- 2) The Bernards Township Board of Education does hereby accept the resignation of **Megan Mongno** LDTC William Annin Middle School effective October 31, 2014.
- 3) The Bernards Township Board of Education does hereby accept the resignation of **Danielle Limoncelli** Instructional Aide Mount Prospect School effective on or before October 3, 2014.
- 4) The Bernards Township Board of Education does hereby approve an unpaid leave of absence for **Leslie Santoro** School Aide Ridge High School effective September 4, 2014 through end date to be determined.
- 5) The Bernards Township Board of Education does hereby approve a paid Child Care Leave for **Jessica Petonak** Instructional Aide Mount Prospect effective November 10, 2014 through January 5, 2015 utilizing 31 personal illness days then an unpaid New Jersey Family Leave effective January 6, 2015 through February 17, 2015 running concurrently with Federal Family Leave effective January 6, 2015 through March 1, 2015 returning March 2, 2015.
- 6) The Bernards Township does hereby accept the resignation of the following **Extracurricular Assignments** for the 2014-15 school year:

John DeBisco	Assistant Varsity Football
Marissa Fuellhart	Team Leader 8 th Grade WA

7) The Bernards Township Board of Education does hereby rescind the appointments of the following **Extracurricular Assignments** for the 2014-15 school year:

Megan Malone	Math League	Oak Street School
Sara Mastroianni	Math League	Liberty Corner School
Kathy VanNatta	Math League	Mount Prospect School
Rebecca Murphy	Math League	Mount Prospect School
Sara Gavarny	AM Proctor	Liberty Corner School

8) The Bernards Township Board of Education does hereby approve the following **Change in Assignments and/or Locations** for the 2014-15 school year:

<u>Name:</u>	<u>From:</u>	<u>To:</u>
Alexandra DeVleeschouwer	Paid Child Care Leave effective September 1, 2014 through September 9, 2014 utilizing seven personal illness days then an unpaid New Jersey Family Leave effective September 10, 2014 through October 24, 2014 running concurrently with an unpaid Federal Family Leave effective September 10, 2014 through December 5, 2014 then an unpaid Child Care Leave effective December 6, 2014 through June 30, 2015, returning September 1, 2015	Paid Child Care Leave effective September 1, 2014 through September 17, 2014 utilizing 12 personal illness days then an unpaid New Jersey Family Leave effective September 18, 2014 through October 31, 2014 running concurrently with an unpaid Federal Family Leave effective September 17, 2014 through December 31, 2014 then an unpaid Child Care Leave effective January 1, 2015 through June 30, 2015, returning September 1, 2015
Daniel Goldberg	Instructional Aide 7.5 hours per day Mount Prospect School	Instructional Aide 7.25 hours per day Mount Prospect School

9) The Bernards Township Board of Education does hereby appoint **Amanda Basille** Speech ABA Program Mount Prospect School at a salary of Step 8 MA \$59,921 effective September 8, 2014 through January 31, 2015 as a maternity leave replacement for Nicole Vohden. Salary to be prorated to reflect dates worked.

10) The Bernards Township Board of Education does hereby appoint **Marcy Calamito** LDTC Oak Street School at a salary of Step 20 D \$90,406 effective September 1, 2014 through June 30, 2015.

- 11) The Bernards Township Board of Education does hereby appoint **Evan Price** Science Biology Teacher Ridge High School at a salary of Step 1 MA \$53,706 effective September 1, 2014 through January 31, 2015 as a maternity leave replacement for Kellie Eck. Salary to be prorated to reflect dates worked.
- 12) The Bernards Township Board of Education does hereby appoint **Aimee DiMeo-Fine** Instructional Aide Cedar Hill School at a salary of Step 5 \$27.64 per hour 7.5 hours per day effective September 4, 2014 through June 18, 2015.
- 13) The Bernards Township Board of Education does hereby appoint **Monica Gupta** Instructional Aide Mount Prospect School at a salary of Step 1 \$25.25 per hour 6.75 hours per effective September 5, 2014 through June 18, 2015.
- 14) The Bernards Township Board of Education does hereby appoint **Kristine Jones** Instructional Aide Oak Street School at a salary of Step 1 \$25.25 per hour 5.5 hours per day effective September 23, 2014 through June 18, 2015.
- 15) The Bernards Township Board of Education does hereby appoint **Jens Madsen** Instructional Aide Ridge High School at a salary of Step 3 \$26.30 per hour 7.5 hours per day effective October 1, 2014 through June 18, 2015.
- 16) The Bernards Township Board of Education does hereby appoint **Laura Page** Instructional Aide Oak Street School at a salary of Step 1 \$25.25 per hour 5.5 hours per day effective September 4, 2014 through September 19, 2014.
- 17) The Bernards Township Board of Education does hereby appoint **Stacy Schapiro** School Aide Liberty Corner School at a salary of \$23.29 per hour 3 hours per day effective September 4, 2014 through June 18, 2015.
- 18) The Bernards Township Board of Education does hereby appoint **Michael Schmidt** Instructional Aide Cedar Hill School at a salary of Step 5 \$27.64 per hour 7.5 hours per day effective September 4, 2014 through June 18, 2015.
- 19) The Bernards Township Board of Education does hereby appoint **Kristy Lee Shovlowsky** Instructional Aide William Annin Middle School at a salary of Step 4 \$26.94 per hour 7.5 hours per day effective September 4, 2014 through June 18, 2015.
- 20) The Bernards Township Board of Education does hereby appoint **Carolyn Tangreti** Instructional Aide Cedar Hill School at a salary of Step 1 \$25.25 per hour 5.5 hours per day effective September 4, 2014 through June 18, 2015.

21) The Bernards Township Board of Education does hereby approve the following **Various Assignments** for the 2014-15 school year:

<u>Name:</u>	<u>Assignment:</u>	<u>Salary:</u>
Delaney Winegar	After School Care Aide	\$12 per hour
Julia Leonard	After School Care Aide	\$12 per hour
Anna Kintas	After School Care Aide	\$12 per hour
Emily Yuen	After School Care Aide	\$12 per hour
Daniel Lee	After School Care Aide	\$12 per hour
Kyle Mallia	After School Care Aide	\$12 per hour
Samantha Post	After School Care Aide	\$12 per hour
Erin Giacchi	After School Care Aide	\$20 per hour
Brian McCarthy	After School Care Aide	\$20 per hour

22) The Bernards Township Board of Education does hereby approve the following **Summer 2014 Curriculum Writing**:

<u>Last Name:</u>	<u>First Name:</u>	<u>Curriculum Project Title:</u>	<u># Days:</u>	<u>Payment:</u>
Donahue	Christina	Grades 6-8 Course Amendments: French, Spanish, Italian	2	\$400

23) The Bernards Township Board of Education does hereby approve the increases to the following secretarial staff due to passing a proficiency test effective July 1, 2014:

Joanne Arvay	\$350
Antoinette DiNizo	\$350
Katie Manning	\$500
Vivian Miesner	\$350
Tiffany Quick	\$500
Mary Russoniello	\$700

24) The Bernards Township Board of Education does hereby accept the resignation of **Stephanie Reed** Special Education ABA Grade 4 Teacher Mount Prospect School effective September 5, 2014.

25) The Bernards Township Board of Education does hereby approve of the **implementation of the settlement numbered docket AR-2014-692** and the personnel terms therein.

On motion by Ms. Cwerner, seconded by Ms. Gray, Items #1 through #25 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Cwerner, Ms. Gray, Ms. Kusel, Ms. McGowan,
Ms. McKeon, Ms. Richman, Ms. Shah, Ms. Wooldridge
“Noes” - None
“Abstain” - None

CURRICULUM

Chairperson Linda Wooldridge stated the committee is scheduled to meet on Friday, September 12.

POLICY

Chairperson Susan McGowan stated the committee is scheduled to meet on Monday, September 29.

COMMUNITY RELATIONS

Chairperson Robin McKeon stated the committee is scheduled to meet on Monday, September 15.

LIAISON REPORTS

Ms. Wooldridge updated the Board on the September 2 Municipal Alliance. The Youth Services Commission has donated \$5,000 to the RHS Project Adventure program. The Ridge Against Drug Use group has included alcohol in its acronym and is now RAAD with a focus this year on parents hosting underage drinking parties. RAAD will have a table at the high school’s back-to-school night. October 10 is the Teen Volunteer Fair and on October 22 the RHS PTO, in partnership with the Municipal Alliance, will sponsor Dr. Michael Bradley’s presentation on teen substance abuse. A presentation on the results of the Drug & Alcohol Survey will be presented at the Board’s October 20 meeting.

Mr. Markarian spoke briefly on the opening of school. The district began this year with 45 less students than in 2013, three large construction projects were completed (the LCS paving project, the WAMS foods room renovation, and the RHS driveway). He noted the success of the two days of staff training prior to the students arrival.

X. Public Comments on Other Than Agenda Items

Comments were made on the traffic volume and pattern at the high school, and considering Board goals to be a vision or mission statement.

XI. Board Forum

Board discussion focused on establishing priorities in terms of its committee structure. Ms. McKeon will forward Board policy #0155 Board Committees for review. A determination will be made if the policy requires revision or only a regulation needs to be developed to address this policy. Each chairperson will collect feedback on its committee from all Board

members to discuss at upcoming meetings. A schedule of discussion topics for Board Forum will be developed. Mr. Markarian commented on the necessity of meeting time management to allow for discussion time during Board Forum.

XII. Adjournment

On motion by Ms. Cwerner, seconded by Ms. Gray and approved by all present, the meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Rod McLaughlin
Board Secretary