

**Bernards Township Board of Education**  
**Personnel Committee Agenda**  
**July 17, 2023**  
**9:00 AM**

**Adm: Nick Markarian, Sean Siet**

**BOE: Nimish Amin, Robin McKeon and Jen White**

1. Review elementary sectioning #s and consider additional growth requests
  - a. K-5 staffing-20 minutes

Reviewed enrollment numbers and class sizes at each elementary school in detail by each class and grade to ensure balance across the district, regardless of total number of current staff at each school. This frequently takes place each summer as a result of summer registrants.

Discussed the BOE policy which addresses the elementary class size guidelines of up to 22 in grades K-2 and up to 25 in grades 3-5. In order to stay within these guidelines a discussion took place on hiring staff or moving existing staff.

A discussion ensued around adding 1 K, 1 4th grade, and 5th grade at Cedar Hill and 1 K section at OSS. It was suggested to decrease a 3rd and 4th grades section and add 1 K section at MP resulting in a net reduction of 1 at MP and making no changes at LCS.

Net across 4 schools: increase number of sections by 3 which would result in hiring 3 additional K-5 staff members. There were some questions regarding whether or not 3 additional staff members would be enough to support the additional growth based on current and anticipated enrollment.

- b. K-5 floater counselor -15 minutes

Meeting target of 250 students per counselor district-wide. But discussed a request to potentially increase counselor support at elementary schools from 1.25 to 1.5 and pros and cons of request. Sean and Nick to work with Stephanie to evaluate counselor support holistically.

2. [Vacant positions](#) (standing item) -10 minutes

A review of the current vacant positions took place and it was noted that it was very common to see the most number of vacant positions during the summer months. Many positions left to fill were either a result of resignations, retirements, or leave of absences. It was noted that the .8 art position at Ridge would be difficult to fill as there were no candidates who had an animation background which would necessitate not running these classes and rescheduling the approximately 80 students into other electives.

A discussion centered on the recent resignation of the Italian teacher at the high school and how difficult it will be to fill this position. There are very few Italian candidates in the state and there may be a need to look at other options for the program if the position can't be filled. A more in depth discussion on the Italian program options was to take place at the 7-20-23 BOECC meeting.