

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MINUTES INDEX
MARCH 23, 2015
REGULAR SESSION 5:30 P.M.
EXECUTIVE SESSION 5:31 P.M.
REGULAR SESSION 7:00 P.M.
OAK STREET SCHOOL CAFE**

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**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MEETING MINUTES
MARCH 23, 2015
REGULAR SESSION 5:30 P.M.
EXECUTIVE SESSION 5:31 P.M.
REGULAR SESSION 7:00 P.M.
OAK STREET SCHOOL CAFE**

The meeting was called to order at 7:00 p.m. by President McKeon.

I. Regular Session – Call to Order – 5:30 p.m. – Oak Street School Conference Room

II. Salute to the Flag

The Board of Education observed a moment of silence for Cpt. Ford Shaw.

III. Roll Call

PRESENT: Mr. Byrne, Ms. Cwerner, Mr. Fry, Ms. Gray, Ms. Kusel, Ms. McKeon, Ms. Richman, Ms. Shah, Ms. Wooldridge, Mr. Markarian, Mr. Siet, Mr. McLaughlin

ABSENT: None

IV. Executive Session – 5:31 p.m. – Oak Street School Conference Room

BE IT RESOLVED that the Bernards Township Board of Education met in closed session to discuss: contract negotiations; confidential personnel items; anticipated litigation; 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. Gray, and approved by all present, the Board recessed into closed executive session at 5:32 p.m.

On motion by Ms. Cwerner, seconded by Ms. Shah, and approved by all present, the Board returned to public session at 5:32 p.m.

The Board reconvened the regular meeting in the Oak Street School Cafe at 7:00 p.m.

V. Regular Session – Call to Order – 7:00 p.m. – Oak Street School Cafe

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. 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 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. 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. **Board Presentation**

- 1) Oak Street School Sharing Our Story – Oak Street Principal Jane Costa

The Oak Street Chorus sang a selection of folk songs.

Oak Street School's story began with its opening in 1939 as a grade 1-8 school. For a short period of time, beginning in 1957, it housed grades 7-9. Oak Street School will celebrate its 75th anniversary with a "Birthday Celebration" on June 8, 2015. Dr. Costa highlighted some of the school's numerous programs including: the Staff Leadership Team, Student Council, Safety Patrol, Family Reading Night, Wizards of Words, 4th Grade Colonial Day, Character Ed programs, the Learning Garden and Bird Haven, and

Golden Tray Awards. She spoke on the collaboration of the PTO organization, and the school's "Pride" program and related events.

For complete presentation click [here](#).

VIII. Superintendent's Report

Superintendent Markarian updated the Board of PARCC testing at the elementary and middle schools. Below are the participation results for those schools.

Cedar Hill	Grade 3	87%
	Grade 4	83%
	Grade 5	86%
Liberty Corner	Grade 3	97%
	Grade 4	96%
	Grade 5	96%
Mount Prospect	Grade 3	97%
	Grade 4	96%
	Grade 5	98%
Oak Street	Grade 3	89%
	Grade 4	87%
	Grade 5	90%
William Annin	Grade 6	90%
	Grade 7	85%
	Grade 8	83%

The testing at the high school began on March 23 and will be completed in three days. Mr. Markarian will report on the results at the next Board meeting.

IX. Public Comment on Agenda Items

A comment was made regarding the number of items on the high school PARCC test.

X. Approval of Minutes

BE IT RESOLVED THAT

February 23, 2015 – Executive Session Minutes
 February 23, 2015 – Regular Session Minutes
 March 9, 2015 – Executive Session Minutes
 March 9, 2015 – Board Retreat Minutes
 March 9, 2015 – Regular Session Minutes

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

- “Ayes” - Mr. Byrne (except March 9, 2015 Board Retreat & Regular Session), Ms. Cwerner (except March 9, 2015 Board Retreat), Mr. Fry, Ms. Gray, Ms. Kusel, Ms. Richman, Ms. Shah, Ms. Wooldridge, Ms. McKeon
- “Noes” - None
- “Abstain” - Mr. Byrne (only March 9, 2015 Board Retreat & Regular Session), Ms. Cwerner (only March 9, 2015 Board Retreat)

XI. Committee Reports

FINANCE

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby approve a list of [disbursements](#) dated March 23, 2015 consisting of warrants in the amount of \$4,683,698.32.
- 2) The Bernards Township Board of Education acknowledges receipt of the February 2015 Financial Reports from the Board Secretary, the monthly Investment Report for February 2015, and the Treasurer of the School Monies Report for February 2015.

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 February 2015 line item transfers totaling \$2,392,445.17 to the 2014-15 school budget, list on file in the Board office.
- 4) 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>
J. Shadis	NACAC 2015 Conference	\$260	9/30/2015 – 10/2/2015

- 5) The Bernards Township Board of Education does hereby approve the following **field trip destinations** for the 2014-15 school year:

<u>Destination:</u>	<u>Group Attending:</u>	<u>Number of Students:</u>
Train Station & Cake Boss Bakery Hoboken, NJ	Ridge High Students	15

Subway
Basking Ridge, NJ

William Annin Students

4

- 6) The Bernards Township Board of Education does hereby approve **disposal of equipment/books** for the 2014-15 school year; list maintained in the Board of Education office.
- 7) The Bernards Township Board of Education does hereby approve home instruction services for student # 302948 from December 4, 2014 to December 8, 2014 at **Saint Clare’s Hospital** not to exceed \$162.
- 8) The Bernards Township Board of Education does hereby approve home instruction services for student # 203649 from March 11, 2015 to April 10, 2015 at **Professional Education Services, Inc.** not to exceed \$1,506.40.
- 9) The Bernards Township Board of Education does hereby approve home instruction services for student # 300195 from March 2, 2015 to March 31, 2015 at **Stepping Forward Counseling Center, LLC** not to exceed \$3,300.
- 10) The Bernards Township Board of Education does hereby approve occupational therapy, physical therapy, and speech services for student # 301350 from March 9, 2015 to June 30, 2015 at **Matheny Medical and Educational Center** not to exceed \$4,845.
- 11) The Bernards Township Board of Education does hereby accept the following **out-of-district student** for the 2014-15 school year:

<u>Student #:</u>	<u>School District:</u>	<u>Annual Tuition:</u>
302374	Jersey City Public School District	\$27,199.80

- 12) The Bernards Township Board of Education does hereby approve the submission of grant application for the **2015 Safety Grant Program** through the New Jersey School Boards Association Insurance Group’s ERIC NORTH Subfund for the purposes described in the application, in the amount of \$10,441 for the period of July 1, 2015 through June 30, 3016.

On motion by Ms. Kusel, seconded by Ms. Wooldridge, Items #1 through #12 were approved by the following roll call vote:

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

Board President Robin McKeon reported on the March 19 Finance Committee meeting. Items discussed at this meeting included a review of the district’s food service program by Edvocate who conducted three site visits at each school. They will provide a detailed report with long-term considerations for the Board. An update on the progress of the

Ridge High Wellness Center and Lee Field turf replacement included the number of bids for each project, and a time table for the financing plan. The Ridge Sports Foundations has committed to contributing to this project. Health benefits and anticipated costs for the upcoming year were reviewed by G. R. Murray.

PERSONNEL

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby accept the resignation of **Deirdre Benson** Grade 3 Teacher Liberty Corner School effective June 30, 2015, with regret, for the purpose of retirement.
- 2) The Bernards Township Board of Education does hereby accept the resignation of **Debra Tracy** School Secretary Liberty Corner School effective June 30, 2015, with regret, for the purpose of retirement.
- 3) The Bernards Township Board of Education does hereby accept the resignation of **Mike Perkowski** Instructional Aide William Annin Middle School effective June 30, 2015, with regret, for the purpose of retirement.
- 4) The Bernards Township Board of Education does hereby accept the resignation of **Elizabeth Calamito** LDTC Teacher Oak Street School effective May 12, 2015.
- 5) The Bernards Township Board of Education does hereby accept the resignation of **Anna Chianese** Special Education Teacher Cedar Hill School effective June 30, 2015.
- 6) The Bernards Township Board of Education does hereby accept the resignation of **Samantha Goodstein** Special Education Teacher Liberty Corner School effective June 30, 2015.
- 7) The Bernards Township Board of Education does hereby accept the resignation of **Christina Del Monaco** Special Education Teacher Mount Prospect School effective June 30, 2015.
- 8) The Bernards Township Board of Education does hereby accept the resignation of **Lara Jackson** School Psychologist William Annin Middle School effective May 8, 2015.
- 9) The Bernards Township Board of Education does hereby approve a paid Child Care Leave for **Kristen Wolff** Supervisor of Math effective June 29, 2015 through October 15, 2015 utilizing personal illness and vacation days then an unpaid New Jersey Family Leave effective October 16, 2015 through November 30, 2015 running concurrently with an unpaid Federal Family Leave October 16, 2015 through January 17, 2016 then an unpaid child care leave effective January 18, 2016 through January 31, 2016 returning February 1, 2016.

10) The Bernards Township Board of Education does hereby approve an unpaid New Jersey Family Leave for **Marla Leonow** Grade 2 Teacher Oak Street School effective September 1, 2015 through October 13, 2015 running concurrently with and unpaid Federal Family Leave effective September 1, 2015 through November 30, 2015 then an unpaid child care leave December 1, 2015 through June 30, 2017, returning September 1, 2017.

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

Beth Baliko Assistant Drama Club Liberty Corner

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

<u>Staff Member:</u>	<u>From:</u>	<u>To:</u>
Jessica Derose	Paid Child Care Leave effective March 20, 2015 through May 26, 2015 then an unpaid New Jersey Family Leave effective May 27, 2015 through June 30, 2015 running concurrently with an unpaid Federal Family Leave effective May 27, 2015 through June 30, 2015, returning September 1, 2015	Paid Child Care Leave effective March 23, 2015 through May 26, 2015 then an unpaid New Jersey Family Leave effective May 27, 2015 through June 30, 2015 running concurrently with an unpaid Federal Family Leave effective May 27, 2015 through June 30, 2015, returning September 1, 2015
Denise Callaway	AM Proctor MP \$1,133.00	AM Proctor September through March \$793.10

13) The Bernards Township Board of Education does hereby appoint **Carolyn Spero** Instructional Aide Mount Prospect School at a salary of Step 1 \$25.25 per hour 7 hours per day effective March 16, 2015 through June 18, 2015.

14) The Bernards Township Board of Education does hereby appoint **Jennifer Hauser** ESY Assistant Coordinator at a salary of \$7,500 for the summer 2015.

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

<u>School:</u>	<u>Assignment:</u>	<u>Staff Member:</u>	<u>Stipend:</u>	<u>Longevity:</u>
LC	Assistant Drama Club	Kaitlin Scharff	\$1,600	None
MP	AM Proctor (April-June)	Katie Miller	\$339.90	0 years/0 points/\$0

16) The Bernards Township Board of Education does hereby appoint the following staff members in **Various Assignments** listed for the 2014-15 school year:

<u>Name:</u>	<u>Assignment:</u>	<u>Salary:</u>
Laura Gallagher	Immigrant Tutors	\$60 per hour
Megan Broadhurst	Immigrant Tutors	\$60 per hour
Christine Russo	Immigrant Tutors	\$60 per hour
Jenna Leo	After School Care Program	\$12 per hour

17) The Bernards Township Board of Education does hereby approve the following **Student Interns** for the 2014-15 school year:

<u>Name:</u>	<u>College/University:</u>	<u>Cooperating Teacher:</u>
Karey Hornbaker	RVCC	School Nurse/Robin Youtkus Liberty Corner School April, 2015
Megan Roth	Northeastern	School Psychologist/Maria Mensinger Ridge High School 2015-16 school year

18) The Bernards Township Board of Education does hereby approve the following **Substitute Teachers** at a salary of \$90 per diem and **Substitute Nurses** at a salary of \$170 per diem for the 2014-15 school year:

Wendy Osborne
Jann Quinn
Tamara Lane*

*Denotes a sub nurse

19) The Bernards Township Board of Education does hereby approve the following **District Volunteers** for the 2014-15 school year:

Jeff Sutherland	Assistant Football
Andrew West	Assistant Football
Tom Blackwell	Assistant Football
John Bauer	Assistant Football
Nick D'Ottavio	Assistant Football
Richard Reid	Assistant Football
Jim Baldassare, Sr.	Assistant Football
Bill Roller	Assistant Baseball
Bryan Hedgecock	Assistant Baseball
Jim Baldassare Jr.	Assistant Baseball
Doug Mullin	Assistant Ice Hockey
Ryan Farley	Assistant Boys' Basketball
Kevin Byelick	Assistant Boys' Basketball
Andrew Apel	Assistant Boys' Lacrosse
Jessica Dubois	Assistant Softball
Dan Goldberg	Assistant Girls' Track

20) The Bernards Township Board of Education does hereby approve an unpaid New Jersey Family Leave for **Valerie Schantz** Social Studies Teacher effective September 1, 2015 through October 12, 2015 running concurrently with an unpaid Federal Family Leave effective September 1, 2015 through November 30, 2015 then an unpaid child care leave effective December 1, 2015 through June 30, 2016, returning September 1, 2016.

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

<u>Name:</u>	<u>Assignment:</u>	<u>Salary:</u>
Nicholas Voultepsis	After School Care Program	\$12.00 per hour
Ariana Voultepsis	After School Care Program	\$12.00 per hour
Emily Parker	After School Care Program	\$12.00 per hour
Mike Minsch	After School Care Program	\$12.00 per hour
Mark Simeon	After School Care Program	\$12.00 per hour
Karen Kucharski	After School Care Program	\$45.00 per hour
Heather Botcowski	Friday Night Socials-SE	\$26.30 per hour

22) The Bernards Township Board of Education does hereby appoint **Jennifer Cook** Math Teacher Ridge High School at a salary of Step 12 BA \$57,606 effective April 6, 2015 through June 30, 2015 as a paternity leave replacement.

On motion by Ms. Cwerner, seconded by Ms. Kusel, Items #1 through #22 were approved by the following roll call vote:

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

Personnel Chairperson Bev Cwerner acknowledged Ms. Benson and Ms. Tracy’s retirement from Liberty Corner School. She reviewed the March 20 meeting including the committee’s priority, the hiring process for a temporary replacement for the Supervisor of Math, and the process for the principal search at Liberty Corner School. Contracts with the superintendent, assistant superintendent, business administrator, confidential staff, and technical staff were discussed. A discussion of the unused snow day resulted in its remaining an instructional day.

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 0167 Public Participation in Board Meetings
- b) Policy 9150 School Visitors

On motion by Ms. Shah, seconded by Ms. Richman, Item #1 was approved by the following roll call vote:

“Ayes” - Mr. Byrne (except Item #1 a), Ms. Cwerner, Mr. Fry, Ms. Gray,
Ms. Kusel, Ms. Richman, Ms. Shah, Ms. Wooldridge, Ms. McKeon
“Noes” - Mr. Byrne (only Item #1 a)
“Abstain” - None

Chairperson Priti Shah reviewed the two policies on the agenda for second reading. Minor changes were made to Policy 0167 while Policy 9150 remained the same. The committee decided to keep Policy 5111 Eligibility of Resident/Nonresident Pupils Kindergarten Enrollment intact. Policy 5331 Management of Life-Threatening Allergies in Schools was reviewed. It was decided the district would develop a K-12 handbook by the 2015-16 school year outlining procedures in regard to food allergies.

CURRICULUM

Chairperson Linda Wooldridge reviewed the committee’s March 13 meeting including its draft priorities, and an update on PARCC testing. The committee discussed the male/female ratio of the gifted and talented program. Supervisor of Language Arts David Hunscher reviewed the revised English Language Arts courses at the middle school and the grade distribution in grades 6 and 8 during the first two marking periods of the 2013-14 and 2014-15 school years. Supervisor of Math Kristin Wolff shared sample Go Math chapter tests from grade 2. Dr. Heineman outlined the report card review process.

ADVOCACY

Chairperson Karen Richman reported on the March 2 meeting with the PTO Presidents Advisory Board in regard to district-wide presentation dates. Dr. Heineman will speak on technology at the April 30 meeting at Liberty Corner School. The committee discussed building and maintaining a relationship with the public. A suggestion included holding “forum” type meetings enabling an exchange of ideas and dialogue with the community. She reviewed several bills before the Assembly in regard to mandated testing, the district’s 2015-16 state aid entitlement, and the committee’s priorities. PTO concerns with this year’s elementary parent/teacher conference schedule were discussed. A survey will be sent to parents to gather feedback.

LIAISON REPORTS

No report.

XII. Public Comment on Non-agenda Items

A comment was made regarding the current gifted and talented program.

XIII. Board Forum

1) High School Schedule

Ms. McKeon and Ms. Cwerner are serving on the committee that is looking into a rotating drop schedule as an alternative for the high school. The committee participated

in site visits to Watchung Hills Regional and Livingston School Districts to observe a variation of this schedule, and to speak with staff and students. The district needs to evaluate the impact a change to this type of schedule would have on science labs and the music program. Mr. Howlett intends to make a formal presentation to gather feedback from staff. There are no plans for an imminent change to be made.

A comment was made regarding the parent Voluntary Random Drug Testing letter and recent student productions.

XIV. Adjournment

On motion by Ms. Cwerner, seconded by Mr. Fry, and approved by all present, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Rod McLaughlin
Board Secretary