

****** UNOFFICIAL ******
BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
REGULAR MEETING MINUTES INDEX
NOVEMBER 26, 2012
REGULAR SESSION 6:30 P.M.
EXECUTIVE SESSION 6:31 P.M.
REGULAR SESSION 7:02 P.M.
WILLIAM ANNIN MIDDLE SCHOOL

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**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
REGULAR MEETING MINUTES
NOVEMBER 26, 2012
REGULAR SESSION 6:30 P.M.
EXECUTIVE SESSION 6:31 P.M.
REGULAR SESSION 7:02 P.M.
WILLIAM ANNIN MIDDLE SCHOOL**

The meeting was called to order at 6:30 p.m. by President McGowan.

- 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, Mr. Koch, Ms. Kusel, Ms. McGowan,
Ms. McKeon, Ms. Shah, Ms. Sherwyn, Ms. Wooldridge, Mr. Markarian,
Mr. Siet, Mr. McLaughlin

ABSENT: None

- IV. **Executive Session – 6:31 p.m. – William Annin Middle School Conference Room**

BE IT RESOLVED that the Bernards Township Board of Education met in closed session to discuss: individual under consideration for employment; 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. Wooldridge, and approved by all present, the Board recessed into closed executive session at 6:31 p.m.

On motion by Ms. Sherwyn, seconded by Ms. Cwerner, and approved by all present, the Board returned to public session at 6:55 p.m.

The Board reconvened the regular meeting in the William Annin Middle School

Auditorium at 7:02 p.m.

V. **Regular Session – Call to Order – 7:02 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. 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. **Student Representative**

Student Representative Joseph Timko updated the Board on the Jr/Sr Volleyball Tournament. The \$5.00 per person entry fee for this event will be donated to Hurricane Sandy Relief. The sophomores are holding their annual canned food drive. This year a separate supply drive to assist the Belmar School District is being held. Supplies may be dropped off at the RHS Guidance Dept. and will be delivered on December 14.

VIII. Board President's Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby adopt the **2012-13 Board Goals** as follows:

- a) Implement a long term safety solution for Ridge traffic flow.
- b) Bring closure and evaluation to last year's work on student stressors.
- c) Support implementation of televised board meetings as part of overall effort to improve public communication.
- d) Perform a complete wellness check of entire policy handbook and respond to all issues identified therein.
- e) Identify a pathway to a strategic plan.

On motion by Ms. Cwerner, seconded by Ms. McKeon, Item #1, a through e, was approved by the following roll call vote:

"Ayes" - Ms. Cwerner, Mr. Koch, Ms. Kusel, Ms. McKeon, Ms. Shah, Ms. Sherwyn, Ms. Wooldridge, Ms. McGowan

"Noes" - Mr. Byrne

"Abstain" - None

IX. Superintendent's Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve travel and competition at the **2013 NCA Senior and Junior High School National Cheerleading Championship** in Dallas, Texas, January 11, 2013 through January 14, 2013.

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

"Ayes" - Mr. Byrne, Ms. Cwerner, Mr. Koch, Ms. Kusel, Ms. McKeon, Ms. Shah, Ms. Sherwyn, Ms. Wooldridge, Ms. McGowan

"Noes" - None

"Abstain" - None

X. Public Forum on Agenda Items

Comments were made regarding the revision of the 2012-13 school calendar, and the impact of delayed openings on the district's preschool programs.

XI. Approval of Minutes

November 12, 2012 – Regular Session Minutes

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

“Ayes” - Mr. Byrne, Ms. Cwerner, Mr. Koch, Ms. Kusel, Ms. McKeon, Ms. Shah,
Ms. Sherwyn, Ms. Wooldridge, Ms. McGowan

“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 November 26, 2012 consisting of warrants in the amount of \$771,101.13.

2) The Bernards Township Board of Education acknowledges receipt of the October 2012 Financial Reports from the Board Secretary, the monthly Investment Report for October 2012, and the Treasurer of the School Monies Report for October 2012.

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 October 2012 line item transfers totaling \$1,833,698.01 to the 2012-13 school budget, list on file in the Board office.

4) The Bernards Township Board of Education does hereby approve the regular school year tuition for student # 300609 from November 26, 2012 to June 30, 2012 at the Montgomery Academy in the amount of \$59,658.

5) The Bernards Township Board of Education does hereby approve educational instruction during hospitalization for student # 302310 from September 4, 2012 to June 30, 2012 at the Children’s Hospital of Philadelphia in the amount of \$50.16 per hour when necessary.

6) The Bernards Township Board of Education does hereby approve the regular school year tuition for student # 305131 from November 11, 2012 to June 30, 2012 at the Developmental Learning Center – Warren in the amount of \$144,971.

7) 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 2012-13 school year:

<u>Name:</u>	<u>Name of Conference:</u>	<u>Cost:</u>	<u>Date(s):</u>
R. McLaughlin	Advanced Controller & CFO Skills/ NJSCPA	\$289	11/30/2012

8) The Bernards Township Board of Education does hereby acknowledge receipt of the **FY 2012 Comprehensive Annual Financial Report** and adopt the corrective action plan on file in the Board of Education office (attachment F8).

9) The Bernards Township Board of Education does hereby approve the **2012-13 Comprehensive Maintenance Plan** on file in the Board of Education office (attachment F9).

On motion by Mr. Koch, seconded by Ms. Kusel, Items #1 through 9 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Cwerner, Mr. Koch, Ms. Kusel, Ms. McKeon, Ms. Shah, Ms. Sherwyn, Ms. Wooldridge, Ms. McGowan

“Noes” - None

“Abstain” - None

PERSONNEL

BE IT RESOLVED THAT

- 1) he Bernards Township Board of Education does hereby accept the resignation of **Viviana Miranda-Totten** Instructional Aide Mount Prospect School effective October 26, 2012.

- 2) The Bernards Township Board of Education does hereby approve **Kristin Smerillo** Grade 1 Teacher Cedar Hill School effective January 21, 2013 through March 22, 2013 utilizing 40 personal illness days then an unpaid New Jersey Family Leave effective March 23, 2013 through May 6, 2013 running concurrently with Federal Family Leave effective March 23, 2013 through June 30, 2013 then an unpaid child care leave July 1, 2013 through June 30, 2014 returning September 1, 2014.

- 3) The Bernards Township Board of Education does hereby approve **Joy Armitage** Special Education Teacher Cedar Hill School effective January 14, 2013 through March 15, 2013 utilizing 40 personal illness days then an unpaid New Jersey Family Leave effective March 16, 2013 through April 26, 2013 running concurrently with Federal Family Leave effective March 16, 2013 through June 7, 2013 then an unpaid child care leave effective June 8, 2013 through June 30, 2013, returning September 1, 2013.

- 4) The Bernards Township Board of Education does hereby appoint **Joanne Hozeny** Principal Mount Prospect School at a salary of \$137,474 effective February 1, 2013 through June 30, 2013. Salary to be prorated to reflect start date.

- 5) The Bernards Township Board of Education does hereby appoint **Lauren Brink** Strings Teacher Cedar Hill and Liberty Corner Schools at a salary of Step 1 BA \$46,160 effective November 26, 2012 through June 30, 2013 as a maternity leave replacement for Rebecca Karle. Salary to be prorated to reflect start date.

- 6) The Bernards Township Board of Education does hereby appoint the following various assignments for the 2012-13 school year:

<u>Name:</u>	<u>Assignment:</u>	<u>Salary:</u>
Tom Napier	Ridge Ready	\$55 per hour
Julia Beyer	Ridge Ready	\$55 per hour
Caitlin Annese	Immigrant Tutor	\$60 per hour
Chiara Kupiec	Immigrant Tutor	\$60 per hour
Dana Romano	Immigrant Tutor	\$60 per hour
Dawn Fiorelli	Immigrant Tutor	\$60 per hour
Jennifer Lamberti	Immigrant Tutor	\$60 per hour
John Fry	Immigrant Tutor	\$60 per hour
Karen Stephenson	Immigrant Tutor	\$60 per hour
Kimberly Gavin	Immigrant Tutor	\$60 per hour
Mary Ann Guggenheim	Immigrant Tutor	\$60 per hour
Mary Grace Mullins	Immigrant Tutor	\$60 per hour
Micheline vonDoehren	Immigrant Tutor	\$60 per hour
Nesi Inella	Immigrant Tutor	\$60 per hour
Catarina Gomes	Immigrant Tutor	\$60 per hour

Angela Tong	Translator	\$50 per hour
Fiorella Bologno	Translator	\$50 per hour
Graciela Caldero	Translator	\$50 per hour
Catarina Gomes	Translator	\$50 per hour
Monika Jaeger	Translator	\$50 per hour
Kathleen Morgan	Translator	\$50 per hour
Micheline vonDoehren	Translator	\$50 per hour
Kristin Wingate	Translator	\$50 per hour
Vivian Miesner	Translator	\$50 per hour
Mary Russoniello	Box Office PAC	\$37 per hour
Dan Zugale	Box Office PAC	\$37 per hour
Rachel Falis	Box Office PAC	\$37 per hour
Christopher Barone	Box Office PAC	\$37 per hour
Jason Stewart	Box Office PAC	\$37 per hour
Amanda Mitchell	After Care Program WAMS	\$50 per hour
Lauren McManus	After Care Program WAMS	\$50 per hour
Lorraine Cleary	After School Care Program OS	\$24 per hour

7) The Bernards Township Board of Education does hereby appoint the following **Extracurricular Assignments** for the 2012-13 School Year:

<u>School:</u>	<u>Assignment:</u>	<u>Staff Member:</u>	<u>Stipend:</u>	<u>Longevity 12-13:</u>
WA	Site Manager	Melanie Doerring	\$50 per day	None
WA	Site Manager	Cheryl Stappenbeck	\$50 per day	None
WA	Site Manager	Adam Torrisi	\$50 per day	None

8) The Bernards Township Board of Education does hereby appoint the following **William Annin Athletic Organization** staff for the 2012-13 school year:

Thomas Kurtzman	Boys Basketball
Gunnar Terjesen	Student Assistant Boys' Basketball
Mark Galesi	Girls Basketball
Maddie Moore	Student Assistant Girls' Basketball
Mike Levy	Boys' Volleyball

9) The Bernards Township Board of Education does hereby approve the following **Wrap Around Instructor** at a stipend of \$3,000 each for 2012-13 school year:

Michael Pepitone

10) The Bernards Township Board of Education does hereby appoint the following **substitute teachers and/or nurses** for the 2012-13 school year at a salary of \$80 per diem for substitute teachers and \$120 per diem for substitute nurses:

Lauren Brink
Christine Luthy

11) The Bernards Township Board of Education does hereby appoint **Kimberly Bernardo** Instructional Aide Mount Prospect School at a salary of Step 1 \$24.20 per hour 7.5 hours per day effective November 27, 2012 through June 26, 2012.

On motion by Ms. Sherwyn, seconded by Ms. McKeon, Items #1 through 11 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Cwerner, Mr. Koch, Ms. Kusel, Ms. McKeon, Ms. Shah,
Ms. Sherwyn, Ms. Wooldridge, Ms. McGowan

“Noes” - None

“Abstain” - None

Superintendent Nick Markarian congratulated Ms. Hozeny on her appointment as Principal Mount Prospect School and reviewed her employment in the district beginning in 1997 at Oak Street & Mount Prospect Schools. Ms. Hozeny worked on a grant program through the NJ Office of Early Literacy beginning in 2003 and returned to Bernards Township, as Mount Prospect School Assistant Principal, in 2007.

POLICY

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby adopt a revised **2012-13 school calendar**.

The Board discussed three different options to revise the current calendar in order to make up the five school days utilized during Hurricane Sandy. The Board also discussed developing a plan in the event that additional inclement weather days are required.

On motion by Mr. Byrne, seconded by Ms. Cwerner, the calendar was revised to include the following days as school days:

Monday, January 21
Thursday, February 21
Friday, February 22
Thursday, April 25

Friday, April 26

Mr. Byrne suggested that the Board consider leaving Thursday, April 25 as part of the spring vacation and utilizing the May 24 In-service Day as the fifth makeup day.

An additional five ‘snow days’ were included in the revised calendar as follows:

- Friday, March 29 (snow day #1)
- Thursday, April 25 (snow day #2)
- Wednesday, April 24 (snow day #3)
- Tuesday, April 23 (snow day #4)
- Monday, April 22 (snow day #5)

On motion by Ms. Cwerner, seconded by Ms. Wooldridge, the amended change to the 2012-13 school calendar was made as follows:

Five additional school days:

- Monday, January 21
- Thursday, February 21
- Friday, February 22
- Friday, April 26
- Friday, May 24

Five additional snow days:

- Friday, March 29 (snow day #1)
- Thursday, April 25 (snow day #2)
- Wednesday, April 24 (snow day #3)
- Tuesday, April 23 (snow day #4)
- Monday, April 22 (snow day #5)

The motion was approved by the following roll call vote:

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

XIII. Public Forum on Other Than Agenda Items

A comment was made regarding the start date for the 2013-14 school year.

XIV. Board Forum

Comments were made regarding reviewing the impact of delayed openings on the district’s preschool programs and the pilot wrap around program, both are being brought

to the December Board meeting for discussion. Mr. Markarian will report.

XV. Adjournment

On motion by Ms. Kusel, seconded by Mr. Koch, and approved by all present, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Rod McLaughlin
Board Secretary