

Posted on website 10/2/09
Posted revised minutes on website 10/8/09
Posted revised minutes on website 11/10/09
Posted revised minutes on website 12/15/09

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
REGULAR MEETING MINUTES INDEX
SEPTEMBER 21, 2009
EXECUTIVE SESSION 6:00 P.M.
REGULAR SESSION 7:00 P.M.
WILLIAM ANNIN MIDDLE SCHOOL AUDITORIUM**

- I. **Salute to Flag** – page 49
- II. **Roll Call** – page 49
- III. **Executive Session – 6:00 p.m. – William Annin Middle Conference Room** – page 49
- IV. **Regular Session – Call to Order – 7:00 p.m. – William Annin Middle School Auditorium** – page 49
- V. **Statement of Public Notice** – page 49
- VI. **Superintendent’s Report** – page 50
- VII. **Public Forum on Agenda Items** – page 50
- VIII. **Board Response** – page 50
- IX. **Approval of Minutes** – page 51
- X. **Committee Reports**

Finance Committee

- 1) Approve **List of Disbursements** Dated September 21, 2009 – page 51
- 2) Acknowledge Receipt of **August 2009 Financial Reports** – page 51
- 3) Approve **August 2009 Line Item Transfers** – page 51
- 4) Authorize **Competitive Contracting** 2009-10 School Year – page 51
- 5) Authorize **Public Depositories 2009-10 School Year** – page 52
- 6) Approve **Professional Development Expenses** 2009-10 School Year – page 52
- 7) Accept **Donation for Ridge High PUSH Program** – page 52
- 8) Approve **Renewal of Contract for Lord Stirling School** 2009-10 School Year – page 52

Personnel Committee

- 1) Accept Extracurricular Resignations 2009-10 School Year – page 53
- 2) Approve Child Care Leave **Colleen Nejmah** 2009-10 School Year – page 53
- 3) Appoint **Michael Mack** Computer Teacher Mount Prospect 2009-10 School Year – page 53
- 4) Appoint **Kristen Ochs** Occupational Therapist Mount Prospect School 2009-10 School Year – page 53
- 5) Appoint **Rosalia Carabello** Instructional Aide Mount Prospect School 2009-10 School Year– Page 53
- 6) Appoint **Shannon Caccavella** Instructional Aide Cedar Hill School 2009-10 School Year – page 53
- 7) Appoint **Michele Hallak** Instructional Aide Oak Street School 2009-10 School Year – page 53
- 8) Appoint **Kruti Kapadia** Instructional Aide Cedar Hill School 2009-10 School Year – page 53
- 9) Appoint **Barbara McLoughlin** Instructional Aide Cedar Hill School 2009-10 School Year – page 54
- 10) Appoint **Sean Ulichny** Instructional Aide Ridge High School 2009-10 School Year – page 54
- 11) Appoint Instructor for Keyboarding/Computer Skills William Annin Middle School 2009-10 School Year – page 54
- 12) Approve Clerical Help 2009-10 School Year – page 54
- 13) Approve Extracurricular Assignments 2009-10 School Year – page 54
- 14) Approve Mentor Teacher 2009-10 School Year – page 54
- 15) Appoint Volunteers 2009-10 School Year – page 55
- 16) Approve Student Interns 2009-10 School Year – page 55
- 17) Appoint After School Care Program Staff 2009-10 School Year – page 55
- 18) Approve Substitute Teachers 2009-10 School Year – page 55
- 19) Appoint Administrative Interns 2009-10 School Year – page 55
- 20) Appoint Advance Placement Testing Coordinator 2009-10 School Year – page 56
- 21) Appoint Assistant Advance Placement Testing Coordinator 2009-10 School Year – page 56
- 22) Approve Change In Assignments 2009-10 School Year – page 56
- 23) Appoint **Diana Hackett** Permanent Substitute Mount Prospect School – page 56
- 24) Appoint **Nancy Esposito** Instructional Support Language Arts Teacher – page 56
- 25) Approve Child Care Leave for **Ijeoma Anyanwu-Onuegbu** Instructional Aide Cedar Hill School – page 56

Policy Committee

- 1) Approve Policies on First Reading – page 57
- 2) Adopt 2009-10 Calendar – page 57

XI. **Public Forum on Other Than Agenda Items** – page 58

XII. **Board Forum** – page 58

XIII. **Adjournment** – page 58

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
REGULAR MEETING MINUTES
SEPTEMBER 21, 2009
EXECUTIVE SESSION 6:00 P.M.
REGULAR SESSION 7:00 P.M.
WILLIAM ANNIN MIDDLE SCHOOL AUDITORIUM**

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

I. Salute to the Flag

II. Roll Call

PRESENT: Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Mr. Koch,
Ms. McKeon, Mr. Wilke

ABSENT: Ms. McGowan

III. Executive Session – 6:00 p.m. – William Annin Middle School Conference Room

BE IT RESOLVED that the Bernards Township Board of Education met in closed session to discuss: 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.

IV. Regular Session – Call to Order – 7:00 p.m. – William Annin Middle School Auditorium

V. 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. 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.

VI. Superintendent's Report

Superintendent Valerie Goger announced that Ridge High School has been awarded No Child Left Behind Blue Ribbon designation by the United States Department of Education. She commended the work of the teachers in all grades throughout the district for providing the foundation upon which the students at the high school have built their achievement. She thanked Ridge High School Principal Frank Howlett and Director of Curriculum Sean Siet for all of their efforts in securing this award. Dr. Goger also spoke about the district's preparation for electronic communication with students and parents in the event of school closure due to influenza. She discussed the possibility of converting to the Somerset County School Calendar in future years to facilitate shared transportation, the vocational school's schedule, and staff members' attendance on days when their children's schools are closed because of a different calendar.

VII. Public Forum on Agenda Items

No comments were made.

VIII. Board Response

No response was required.

IX. Approval of Minutes

August 31, 2009 – Regular Session Minutes
September 14, 2009 – Regular Session Minutes

On motion by Ms. Carlsson, seconded by Ms. Cwerner, the minutes were approved as amended by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McKeon,
Mr. Koch (September 14, 2009),
“Noes” - None
“Abstain” - Mr. Koch (August 31, 2009), Mr. Wilke (August 31, 2009 & September
14, 2009)

X. Committee Reports

FINANCE

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby approve a list of disbursements dated September 21, 2009 consisting of warrants in the amount of \$3,761,244.41.
- 2) The Bernards Township Board of Education acknowledges receipt of the August 2009 Financial Reports from the Board Secretary, the monthly Investment Report for August 2009, and the Treasurer of the School Monies Report for August 2009.

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 August 2009 line item transfers totaling \$48,472.56 to the 2009-10 school budget, list on file in the Board office.
- 4) The Bernards Township Board of Education does hereby authorize the business administrator, Nick Markarian, to use competitive contracting to seek proposals for specialized services for the maintenance and servicing of HVAC controls and equipment.

5) The Bernards Township Board of Education does hereby authorize the business administrator to open accounts, transfer, invest and maintain funds in the best interest of the Board of Education in the following approved public depositories for the 2009-10 school year:

Millington Savings Bank

6) 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 2009-10 school year:

<u>Name:</u>	<u>Name of Conference:</u>	<u>Cost:</u>	<u>Date(s):</u>
S. Hoagland	The National Athletic Trainers' Association (NATA) – Annual Meeting and Clinical Symposium	\$210	6/17/09-6/20/09
M. Asfendis	NJPSA Standards Workshop	\$250	10/23/09 & 01/08/10
K. VanDerStad	NACAC National Conference	\$500	09/24/09-09/26/09
R. Muraview	NACAC National Conference	\$500	09/24/09-09/26/09
K. Martin	Autism NJ Annual Conference	\$345	10/8/09-10/10/09
L. Riccobono	NJSCA Fall Workshop	\$175	10/18/09
A. Aron	Autism NJ Annual Conference	\$280	10/8/09-10/10/09
J. O’Connell	Autism NJ Annual Conference	\$380	10/9/09

7) The Bernards Township Board of Education does hereby accept a donation in the amount of \$3,500 from the Bernards Township Health Department to support the Ridge High School PUSH Program.

8) The Bernards Township Board of Education does hereby approve a renewal of a contract with **Lord Stirling School** to provide lunches for Lord Stirling students at a cost of \$2.85 per student.

On motion by Mr. Carlucci, seconded by Ms. Cwerner, Items #1 through 8 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McKeon, Mr. Wilke, Mr. Koch
 “Noes” - None
 “Abstain” - None

PERSONNEL

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby accept the following resignations from extracurricular assignments for 2009-10 school year:

Tara Cantagallo	Assistant Girls' Basketball
George Mattis	Marching Band
Shawn Leffler	Marching Band

2) The Bernards Township Board of Education does hereby approve a paid child care leave for **Colleen Nejmah** Special Education Teacher Cedar Hill School effective November 23, 2009 through January 5, 2010 utilizing her 23 personal illness days then New Jersey Family Leave effective January 6, 2010 through February 17, 2010 running concurrently with Federal Family Leave effective January 6, 2010 through February 28, 2010 returning March 1, 2010.

3) The Bernards Township Board of Education does hereby appoint **Michael Mack** Computer Teacher Mount Prospect School at a salary of Step 1 BA \$44,232 effective September 3, 2009 through June 30, 2010 as a maternity leave replacement for Susan Delmonico.

4) The Bernards Township Board of Education does hereby appoint **Kristen Ochs** Occupational Therapist Mount Prosepct School at salary of Step 18 BA \$65,064 effective September 21, 2009 through June 30, 2010. Salary prorated to \$61,160 to reflect start date.

5) The Bernards Township Board of Education does hereby appoint **Rosalia Carabello** Instructional Aide Mount Prospect School at a salary of Step 1 \$23.10 per hour 7.5 hours per day 164 days effective October 6, 2009 through June 24, 2010.

6) The Bernards Township Board of Education does hereby appoint **Shannon Caccavella** Instructional Aide Cedar Hill School at a salary of Step 1 \$23.10 7.5 hours per day 179 days effective September 14, 2009 through June 22, 2009.

7) The Bernards Township Board of Education does hereby appoint **Michele Hallak** Instructional Aide Oak Street at a salary of Step 4 \$25.24 per hour 1 hour 15 minutes per day 179 days effective September 14, 2009 through June 24, 2010.

8) The Bernards Township Board of Education does hereby appoint **Kruti Kapadia** Instructional Aide Cedar Hill School at a salary of Step 2 \$23.79 per hour 7.5 hours per day 183 days effective September 8, 2009 through June 24, 2010.

9) The Bernards Township Board of Education does hereby appoint **Barbara McLoughlin** Instructional Aide Cedar Hill School at a salary of Step 1 \$23.10 per hour 7.5 hours per day 174 days effective September 21, 2009 through June 24, 2010.

10) The Bernards Township Board of Education does hereby appoint **Sean Ulichny** Instructional Aide Ridge High School at a salary of Step 1 \$23.10 per hour 7.5 hours per day 183 days effective September 8, 2009 through June 24, 2010.

11) The Bernards Township Board of Education does hereby appoint **Alexis Wintle** to teach Keyboarding/Computer Skills Cycle 1, 2, 3, 4, 5 & 6 at a salary of \$708 per course effective 2009-10 school year.

12) The Bernards Township Board of Education does hereby appoint the following individuals as clerical help in the position listed:

Leslie Santoro	Mini Units	\$10 per hour for the 2009-10 school year
Amy Lynn	Summer Clerical	\$30 per hour/16.5 hours
Pat Miller	Summer Clerical	\$30 per hour/15 hours

13) The Bernards Township Board of Education does hereby appoint the following extracurricular assignment for the 2009-10 School year:

<u>Staff Member:</u>	<u>Assignment:</u>	<u>School:</u>	<u>Stipend:</u>	<u>Longevity:</u>
Greg Zande	Activities Supervisor	RH	\$27 per hour	4 years/0 points/\$0
Marc Seigel	Head Girls Fencing	RH	\$5,475	0 years/0 points/\$0
Joe Keefe	Assistant Marching Band-Percussion	RH	\$3,338	
Sara Gavarny	Assistant Marching Band-Color Guard	RH	\$3,338	2 years/0 points/\$0
Eric Schroeder	Weekend Detention	RH	\$59 per hour	0 years/0 points/\$0
Travis Boop	Weekend Detention	RH	\$59 per hour	0 years/0 points/\$0
Ben Lee	Weekend Detention	RH	\$59 per hour	0 years/0 points/\$0
Brad McClain	AM Proctor	WA	\$7.25 per day	
Ralph Corey	AM Proctor	WA	\$7.25 per day	
Jennifer Fowler	Assistant Swim Team	RH	\$4,895	0 years/0 points/\$0

14) The Bernards Township Board of Education does hereby approve the following mentors for the 2009-10 school year, mentoring fee to be paid by the provisional teacher:

<u>Provisional Teacher:</u>	<u>Position:</u>	<u>Mentor:</u>	<u>Payment:</u>
Michael Mack	Technology	Denise Callaway	\$550

15) The Bernards Township Board of Education does hereby appoint the following volunteers for the 2009-10 school year:

George Mattis	Marching Band – Color Guard
Shawn Leffler	Marching Band – Visual Tech
Chris Zwayrch	Marching Band – Percussion
Carl Boos	Marching Band – Drill Design

16) The Bernards Township Board of Education does hereby approve the following student interns for the 2008-09 & 2009-10 school years:

<u>Name:</u>	<u>College/University:</u>	<u>Cooperating Teacher:</u>
Kirsten Goldhill	Western Governors University	9/15/09-12/15/09/Elementary Mount Prospect School
Matthew Cahill	Montclair University	9/15/09-12/15/09/Math Ridge High School

17) The Bernards Township Board of Education does hereby approve the following student as an aide in the After School Care Program at a salary of \$12 per hour:

Ryan Kalena

18) The Bernards Township Board of Education does hereby appoint the following substitute teachers for the 2009-10 school year at a salary of \$80 per day and \$120 per day for substitute nurses:

Jennifer Munson	Stefanie Gannon
Debra Davis	Deborah Kalish
Phillip Gakos	Jalaj Bhatt
Melissa Gandolfe	Ester Morales Barrull
Kristin O'Brien	Karen AF Pasquale
Michael Pittman	Keith Mann
Joanne Russak	Nadia Bianco
Megan Hayes	Karen Gray
Shubha Bansod	Gena Hartman
Peter Moroni	Peter Moran
Melissa Martin	Lauren Cubas

19) The Bernards Township Board of Education does hereby appoint the following individuals as Administrative Interns for the 2009-10 school year at a stipend of \$2,200:

Tom Napier
Karen Applebaum
Sloan Scully

20) The Bernards Township Board of Education does hereby appoint **Jillian Shadis** as Advanced Placement Testing Coordinator at a salary of \$5,000 for the 2009-10 school year.

21) The Bernards Township Board of Education does hereby appoint **Linda Riccobono** as Assistant Advanced Placement Testing Coordinator at a salary of \$2,000 for the 2009-10 school year.

22) The Bernards Township Board of Education does hereby approve the following change in assignment:

<u>Name:</u>	<u>From:</u>	<u>To:</u>
Vivian Scaturro	Permanent Substitute Ridge High School at a salary of \$90 per diem effective September 8, 2009 through June 24, 2010	Instructional Aide Ridge High School at a salary of Step 2 \$23.79 7 hours per day per hour effective September 21, 2009 through end of assignment

23) The Bernards Township Board of Education does hereby appoint **Diana Hackett** Permanent Substitute Mount Prospect School at a salary of \$90 per diem effective October 1, 2009 through June 24, 2010.

24) The Bernards Township Board of Education does hereby appoint **Nancy Esposito** Instructional Support Language Arts William Annin Middle School at a salary of Step 14 MA \$65,334 effective October 1, 2009 through June 30, 2010 salary prorated to \$58,800 to reflect start date.

25) The Bernards Township Board of Education does hereby approve a paid child leave for **Ijeoma Anyanwu-Onuegbu** Instructional Aide Cedar Hill School effective November 23, 2009 through December 2, 2009 then an unpaid New Jersey Family Leave effective December 3, 2009 through January 28, 2010 running concurrently with Federal Family Leave effective December 3, 2009 through February 5, 2010 returning February 8, 2010.

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

“Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McKeon, Mr. Wilke, Mr. Koch

“Noes” - None

“Abstain” - None

POLICY

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve the following policies on first reading:

- a) Policy File Code: M0174 Legal Services
- b) Policy File Code: M0177 Professional Services
- c) Policy File Code: 2110 Philosophy
- d) Policy File Code: M3431.1 Family Leave-Teaching Staff Members
- e) Policy File Code: M4431.1 Family Leave-Support Staff
- f) Policy File Code: M5306 Health Services to Nonpublic Schools
- g) Policy File Code: M5307 Nursing Services Plan (M)
- h) Policy File Code: M5308 Pupil Health Records
- i) Policy File Code: M5332 Do Not Resuscitate Orders
- j) Policy File Code: M5460 High School Graduation
- k) Policy File Code: M5465 Early Graduation
- l) Policy File Code: M5530 Substance Use/Pupils
- m) Policy File Code: M5533 Smoking
- n) Policy File Code: M5550 Disaffected/Disruptive Pupils
- o) Policy File Code: M6471 School District Travel
- p) Policy File Code: M6570 Payment of Claims
- q) Policy File Code: M6510 Payroll Authorizations
- r) Policy File Code: M6830 Audit and Comprehensive Annual Financial Report
- s) Policy File Code: M8461 Reporting Violence, Vandalism, Alcohol and Other Drug Abuse
- t) Policy File Code: M8464 Missing Children
- u) Policy File Code: M8600 Transportation
- v) Policy File Code: M9120 Public Relations Program
- w) Policy File Code: 9200 Cooperation Between Parents & School

2) The Bernards Township Board of Education does hereby adopt a revised 2009-10 school calendar that includes the listing of recess days that will be used in the event that school closings for weather or illness exceed the three days included in the current calendar.

On motion by Ms. Cwerner, seconded by Ms. Carlsson, Items # 1 and 2 were approved as amended by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McKeon,
Mr. Wilke, Mr. Koch
“Noes” - None
“Abstain” - None

XI. Public Forum on Other Than Agenda Items

Comments were made regarding the Blue Ribbon award, busing costs, public involvement in Board meeting discussions, comparison of the district’s website with other high performing districts’ websites, the coinciding of holidays with recess periods in the 2010-11 and 2011-12 school calendars, the Board discussion of its self-evaluation at the last Board meeting, establishment of measurable Board goals and strategic planning for the future.

XII. Board Forum

Comments were made regarding the Finance Committee’s professional development goal to benchmark the district’s budget against the budgets of two similar districts to look for best practices, the large turnout at the first football game of the season and the good sportsmanship evidenced by both teams, and reviewing the structure of Board meetings in consideration of public input.

XIII. Adjournment

On motion by Ms. Cwerner, seconded by Ms. Carlsson, and approved by all present, the meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Nick Markarian
Board Secretary