

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MEETING INDEX
APRIL 27, 2020
REGULAR SESSION 5:00 P.M.
EXECUTIVE SESSION 5:01 P.M.
REGULAR SESSION 7:05 P.M.
VIRTUAL MEETING - INSTRUCTIONS TO PARTICIPATE
IN THE VIRTUAL MEETING WILL BE POSTED BY 6:00PM
ON APRIL 27, 2020 AT WWW.BERNARDSBOE.COM**

- I. **Regular Session – Call to Order – 5:00 p.m. – page 377**
- II. **Salute to the Flag – page 377**
- III. **Roll Call – page 377**
- IV. **Executive Session – 5:01 p.m. – page 377**
- V. **Reconvene Regular Session – Call to Order – 7:05 p.m. – page 378**
- VI. **Statement of Public Notice – page 378**
- VII. **Student Representative - Jimmy Gao – page 379**
- VIII. **Board Presentation – page 380**
 - 1) **Distance Learning Survey Results - Kristin Fox and Grant Kolmer**
- IX. **Superintendent’s Report – page 380**
 - 1) **Approve Virtual/Remote Instruction Plans**
- X. **Public Comment on Agenda Items – page 380**
- XI. **Approval of Minutes – page 381**
- XII. **Finance Committee Report**
 - 1) **Approve List of Disbursements Dated April 27, 2020 – page 381**
 - 2) **Acknowledge Receipt of March 2020 Financial Reports – page 381**
 - 3) **Approve March 2020 Line Item Transfers – page 382**
 - 4) **Appoint Facilities Consultant 2020-21 School Year – page 382**

- 5) Appoint **Contract Compliance and Monitor of Food Services** 2020-21 School Year – page 382

XIII. Personnel Committee Report

- 1) Accept Retirement **Susan Kennedy** Math Teacher Ridge High School 2019-20 School Year – page 382
- 2) Accept Retirement **Frank Biraghi** IT Technician District Wide 2019-20 School Year – page 382
- 3) Accept Resignation **Monica Valencia** LDTC Mount Prospect School 2019-20 School Year – page 382
- 4) Accept Resignation **Nicole Economy** District Wide Educational Technology Assistant 2019-20 School Year – page 383
- 5) Approve Child Care Leave **Vivian Longo** Special Education Ridge High 2020-21 School Year – page 383
- 6) Appoint **Rebecca Tritt** SAC Ridge High School 2019-20 School Year – page 383
- 7) Approve **Extra-Curricular Assignments** 2019-20 School Year – page 383
- 8) Appoint **Anne Duque** School Counselor Mount Prospect School 2020-21 School Year – page 383
- 9) Appoint **Rebecca Tritt** SAC Ridge High School 2020-21 School Year – page 383

XIV. Policy Committee Report

- 1) Approve Policy & Regulation on **First Reading** – page 384
- 2) Approve Policies & Regulations on **Second Reading** & Adopt – page 384

XV. Curriculum Committee Report – page 384
Report on Progress

XVI. Wellness Committee Report – page 385
Report on Progress

XVII. Liaison Committee Reports – page 385
Report on Progress

XVIII. Public Comment on Non-agenda Items – page 385

XIX. Board Forum – page 385

XX. Adjournment – page 385

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MEETING MINUTES
APRIL 27, 2020
REGULAR SESSION 5:00 P.M.
EXECUTIVE SESSION 5:01 P.M.
REGULAR SESSION 7:05 P.M.
VIRTUAL MEETING - INSTRUCTIONS TO PARTICIPATE
IN THE VIRTUAL MEETING WILL BE POSTED BY 6:00PM
ON APRIL 27, 2020 AT WWW.BERNARDSBOE.COM**

I. Regular Session – Call to Order – 5:00 p.m.

II. Salute to the Flag

III. Roll Call

Present: Ms. Beckman, Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman,
Mr. Salmon, Ms. Schafer, Ms. White, Ms. Wooldridge, Mr. Markarian,
Mr. Siet, Ms. Fox, Mr. McLaughlin, Board Counsel John Croot

ABSENT: None

IV. Executive Session – 5:01 p.m.

BE IT RESOLVED that the Bernards Township Board of Education shall meet in closed session to discuss item(s) a, f, g and h below which falls within an exception of our open meeting policy and permits the Board to have a private discussion, since it deals with specific exceptions contained in N.J.S.A.10:4-12b. Matters rendered confidential by Federal Law, State Law, or Court Rule:

- a. Individual privacy
- b. Collective bargaining agreements
- c. Purchase or lease of real property if public interest could be adversely affected
- d. Investment of public funds if public interest could be adversely affected
- e. Tactics or techniques utilized in protecting public safety and property
- f. Pending or anticipated litigation
- g. Attorney – client privilege
- h. Personnel – employment matters affecting a specific prospective or current employee

Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified.

On motion by Ms. Korn and seconded by Ms. Richman and approved by all present, the Board recessed into closed executive session at 5:01p.m.

Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified.

On motion by Ms. McKeon seconded by Ms. Wooldridge and approved by all present, the Board closed the Executive Session at 6:45 p.m.

V. **Reconvene Regular Session – Call to Order – 7:05 p.m.**

VI. **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 the Open Public Meetings Act.

Due to the public health emergency in the State of New Jersey, as declared in Executive Order 103, the Board will be suspending its normal meeting procedures this evening and conducting a virtual meeting. Directions for accessing the virtual public meeting were posted on the District website: www.bernardsboe.com. These same directions were posted at our intended but unavailable meeting location.

We very much welcome input from the public. Because this is a virtual meeting, public comment will be handled as follows:

Instructions for submitting a public comment starting at 7PM:

- 1) Email to BTConnect@bernardsboe.com or text to (908) 292-3047.
- 2) Use PUBLIC COMMENT as the email subject or start of a text message.
- 3) Indicate your first and last name and address. ***THIS IS REQUIRED FOR YOUR PUBLIC COMMENT TO BE INCLUDED.***

4) Please keep your comments to a maximum of approximately 3 minutes if read aloud.

No public comments will be accepted after item XIX. Board Forum of the agenda begins.

Please understand that public comment portions of our agendas are not structured as question and answer sessions, but rather they are offered as opportunities to share your thoughts with the Board. The Board may or may not respond to public comments. Any Board responses to public comments will generally be addressed during Board Forum, or during committee reports. However, all comments are considered and will be investigated and addressed as appropriate.

Please be courteous and mindful of the rights of others when providing comments. Comments may not be abusive, obscene, threatening or irrelevant. Please understand that students and employees have specific legal and privacy protections. The Board is not permitted to respond in public to comments about students and employees. Please also understand that the Board will not be responsible for the content of comments made by members of the public. Members of the public are cautioned that they are commenting at their own risk and any personally directed statements they make may subject them to legal liability to the effected individual.

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.

Resolution

BE IT RESOLVED, that the Bernards Township Board of Education hereby approves the suspension of its normal meeting procedures pursuant to By-Law 131, and authorizes this meeting to be conducted as a virtual meeting, as described in the Statement of Public Notice, due to the public health emergency declared in Executive Order 103.

VII. Student Representative - Jimmy Gao

Mr. Gao discussed how students are coping and participating in extracurricular clubs during the current public health emergency. Mr. Gao also mentioned that as the school year is coming to an end a replacement student representative will be selected.

Board members thanked Mr. Gao for his service.

VIII. Board Presentation

1) **Distance Learning Survey Results** - Kristin Fox and Grant Kolmer

Assistant Superintendent Kristin Fox and Grant Kolmer, the K-12 Mathematics Supervisor provided a presentation with regard to the recent survey that had been administered to parents, staff and students on the topic of distance learning.

Topics included:

- Internet and Device accessibility
- Time spent working on school work analysis broken down by school including a comparison between parent and student responses.
- Satisfaction level broken down by K-5, Middle School and High School students and parents.
- Teacher data broken down by grades K-12 and then by grades 6-12.

Click [here](#) to view the entire presentation.

IX. Superintendent’s Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve the **virtual/remote instruction plans** on file in the Board Office and available on the district website at these links:

[PreK-5 Emergency School Closing Plan](#)

[6-12 Emergency School Closing Plan](#)

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

- “Ayes” - Ms. Beckman, Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman, Mr. Salmon, Ms. Schafer, Ms. White and Ms. Wooldridge
“Noes” - None
“Abstain” - None

X. Public Comment on Agenda Items

Assistant Superintendent Kristin Fox read comments submitted by the public via email. Comments included questions regarding the breakdown of the data presented by Mr. Kolmer and teacher-student interactions while distance learning.

Mr. Kolmer provided further detail into the breakdown of the data and both he and Ms. Fox commented that they would investigate if it might be possible to break some of the data down to specific grade levels.

XI. Approval of Minutes

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve the following minutes:

April 13, 2020 - Executive Session Minutes
April 13, 2020 - Regular Session Minutes

On motion by Ms. Wooldridge seconded by Mr. Salmon the foregoing were approved by the following roll call vote:

“Ayes” - Ms. Beckman, Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman,
Mr. Salmon, Ms. Schafer, Ms. White and Ms. Wooldridge
“Noes” - None
“Abstain” - None

XII. Finance Committee Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve a [list of disbursements](#) dated April 27, 2020 consisting of warrants in the amount of \$4,287,851.17.

2) The Bernards Township Board of Education acknowledges receipt of the March 2020 Financial Reports from the Board Secretary, the monthly Investment Report for March 2020, and the Treasurer of the School Monies Report for March 2020.

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 March 2020 line item transfers totaling \$405,223.67 the 2019-20 school budget, list on file in the Board office.

4) The Bernards Township Board of Education does hereby appoint Edvocate as Facilities Consultant for the 2020-21 school year at an annual cost of \$20,940, contract term July 1, 2020 to June 30, 2021.

5) The Bernards Township Board of Education does hereby appoint Edvocate as contract compliance and monitoring of Food Services for the 2020-21 school year at an annual cost of \$15,792, contract term July 1, 2020 to June 30, 2021.

On motion by Ms. White, seconded by Ms. Korn Items #1-5 were approved by the following roll call vote:

- “Ayes” - Ms. Beckman, Ms. Gray, Ms. Korn, Ms. McKeon, Mr. Richman,
Mr. Salmon, Ms. Schafer, Ms. Wooldridge and Ms. White
“Noes” - None
“Abstain” - None

Mr. Salmon provided a summary from the April 15, 2020 Finance Committee Meeting. Topics included the Aramark Food Services contract, additional staff needs to perform deeper cleaning in the buildings and anticipated costs, a budget update, the SCESC contract for the school year 2020-2021 and a health benefits update.

Mr. Salmon also provided a summary of the finance agenda items.

XIII. Personnel Committee Report

BE IT RESOLVED, that the Bernards Township Board of Education does hereby approve the following personnel items upon the recommendation of the Superintendent of Schools:

1) The Bernards Township Board of Education does hereby accept the Retirement of **Susan Kennedy** Math Teacher Ridge High School effective June 30, 2020.

2) The Bernards Township Board of Education does hereby accept the Retirement of **Frank Biraghi** IT Technician District Wide effective June 30, 2020.

3) The Bernards Township Board of Education does hereby accept the resignation of **Monica Valencia** LDTC Mount Prospect School effective June 30, 2020.

4) The Bernards Township Board of Education does hereby accept the resignation of **Nicole Economy** District Wide Educational Technology effective May 29, 2020.

5) The Bernards Township Board of Education does hereby approve a paid Child Care Leave for **Vivian Longo** Special Education Ridge High School effective September 1, 2020 through October 26, 2020 utilizing 37 personal illness days then an unpaid New Jersey Family Leave effective October 27, 2020 through January 31, 2021 running concurrently with a Federal Family Leave effective October 27, 2020 through January 31, 2021, returning February 1, 2021.

6) The Bernards Township Board of Education does hereby appoint **Rebecca Tritt** SAC Ridge High School at a salary of 14 MA \$71,330 effective May 18, 2020 through June 30, 2020. Certificate of Advanced Standing-Mentoring required. Salary to be prorated to reflect start date.

7) The Bernards Township Board of Education does hereby approve the following **Extra-Curricular Assignments** for the 2019-20 school year:

<u>Loc:</u>	<u>Staff Member:</u>	<u>Assignment:</u>	<u>19-20 Stipend:</u>	<u>Years/Points/Longevity:</u>
CH	Kelly Dennis	Assistant Drama Club Costumes	\$1,823	n/a

8) The Bernards Township Board of Education does hereby appoint **Anne Duque** School Counselor Mount Prospect School at a salary of Step 10 MA \$65,800 effective September 1, 2020 through October 21, 2020 as a maternity leave replacement for A. Gengaro. Salary to be prorated to reflect dates worked.

9) The Bernards Township Board of Education does hereby appoint **Rebecca Tritt** SAC Ridge High School at a salary of 14 MA \$72,025 effective September 1, 2020 through June 30, 2021. Certificate of Advanced Standing-Mentoring required.

On motion by Ms. Schafer, seconded by Ms. Beckman Items #1-9 were approved by the following roll call vote:

“Ayes” - Ms. Beckman, Ms. Gray, Ms. Korn, Ms. McKeon, Mr. Richman,
Mr. Salmon, Ms. Schafer, Ms. Wooldridge and Ms. White

“Noes” - None

“Abstain” - None

Ms. Gray provided an update from the April 17, 2020 Personnel Committee Meeting. Topics included logistics for teacher evaluations and extracurricular club meetings.

XIV. Policy Committee Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve the following policy and regulation on **first reading**:

- P 2200 - Curriculum Content (M) (Revised)
- R 5200 - Attendance (M) (Revised)

2) The Bernards Township Board of Education does hereby approve the following policies & regulations on **second reading** and adopt said policies & regulations:

- P 1581 - Domestic Violence (M) (New)
- R 1581 - Domestic Violence (M) (New)
- P 3421.13 - Postnatal Accommodations (New)
- P 4421.13 - Postnatal Accommodations (New)
- P 5330 - Administration of Medication (M) (Revised)
- R 5330 - Administration of Medication (M) (Revised)
- P 7243 - Supervision of Construction (M) (Revised)
- P 8210 - School Year Calendar (Revised)
- P 8220 - School Day (M) (Revised)
- P 8462 - Reporting Potentially Missing or Abused Children (M) (Revised)

On motion by Mr. Salmon, seconded by Ms. Richman Items #1-2 were approved by the following roll call vote:

“Ayes” - Ms. Beckman, Ms. Gray, Ms. Korn, Ms. McKeon, Mr. Richman,
Mr. Salmon, Ms. Schafer, Ms. Wooldridge and Ms. White
“Noes” - None
“Abstain” - None

Ms. Korn provided a summary of the April 13, 2020 Policy Committee Meeting. Topics included email communication and a revision of the homework regulation.

XV. Curriculum Committee Report

Ms. Richman provided a summary from the April 3, 2020 Curriculum Committee meeting. Topics included a presentation with regard to the K-5 Science Program, report cards and progress reports for trimester 2 for grades K-5, Option II, the Genesis marking period merger, the application process for STEM 8, distance learning and honors criteria and placement, a senior internship update and a platooning update.

XVI. Wellness Committee Report

No report.

XVII. Liaison Committee Reports

No report.

XVIII. Public Comment on Non-agenda Items

Public comments received via email, as read by Ms. Kristin Fox in the public forum, were with regard to the cafeteria renovations and online teaching during the public health emergency.

Superintendent Markarian and Business Administrator McLaughlin addressed the cafeteria renovations providing further explanation into how capital funds are arranged for district projects, the retention of reserves for projects and further insight into the timeline of projects within the district.

XIX. Board Forum

Mr. Gao provided a “shoutout” to Ms. Susan Kennedy who is retiring at the end of the year.

XX. Adjournment

On motion by Ms. White and seconded by Ms. Schafer and approved by all present, the meeting was adjourned at 8:49 p.m.

Respectfully submitted,

Rod McLaughlin
Board Secretary