

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MEETING INDEX
NOVEMBER 14, 2022
REGULAR SESSION 6:30 P.M.
EXECUTIVE SESSION 6:31 P.M.
WILLIAM ANNIN MIDDLE SCHOOL MEDIA CENTER
REGULAR SESSION 7:03 P.M.
WILLIAM ANNIN MIDDLE SCHOOL AUDITORIUM**

- I. **Regular Session – Call to Order – 6:30 p.m.** – page 156
- II. **Salute to the Flag** – page 156
- III. **Roll Call** – page 156
- IV. **Executive Session – 6:31 p.m.** – page 156
- V. **Reconvene Regular Session – Call to Order – 7:03 p.m.** – page 157
- VI. **Statement of Public Notice** – page 157
- VII. **Student Representative** – Petra Deffenbaugh – page 158
- VIII. **Board President Comments** – page 158
- IX. **Board Presentation**
 - 1) **Instructional Coaching Program** - Sean Siet, Vicki Daglian, Jennifer Kaltenbach and Chiara Kupiec – page 158
- X. **Superintendent’s Report**
 - 1) Approve Overnight Field Trip **Ridge High School Competition Cheerleading Team** National High School Cheerleading Championship – page 160
 - 2) Approve **School Bus Evacuation Drills** 2022-23 School Year – page 160
 - 3) Affirm Receipt of **HIB Report** Dated November 14, 2022 – page 160
- XI. **Public Comment on Agenda Items** – page 160
- XII. **Approval of Minutes** – page 161
- XIII. **Finance Committee Report**
 - 1) Approve **List of Disbursements** Dated November 14, 2022 – page 161

- 2) Approve **Professional Development Expenses** 2022-23 School Year – page 161
- 3) Approve Amendment **IDEA** FY 2022-2023 – page 162
- 4) Amend **Special Education Transportation Services** 2022-23 School Year – page 162
- 5) Approve **Comprehensive Maintenance Plan** 2023-24 School Year – page 162

XIV. Personnel Committee Report

- 1) Accept Retirement **Roderic McLaughlin** Business Administrator/Board Secretary District Office 2022-2023 School Year – page 162
- 2) Accept Amended Retirement **Richard Shello** Director of Athletics 2022-23 School Year – page 163
- 3) Approve **Change in Assignments** 2022-2023 School Year – page 163

XV. Policy Committee Report – page 163
Report on Progress

XVI. Curriculum Committee Report – page 163
Report on Progress

XVII. Wellness Committee Report – page 163
Report on Progress

XVIII. Liaison Committee Reports – page 163
Report on Progress

XIX. Public Comment on Non-agenda Items – page 163

XX. Board Forum – page 164

XXI. Adjournment – page 164

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MEETING AGENDA
NOVEMBER 14, 2022
REGULAR SESSION 6:30 P.M.
EXECUTIVE SESSION 6:31 P.M.
WILLIAM ANNIN MIDDLE SCHOOL MEDIA CENTER
REGULAR SESSION 7:03 P.M.
WILLIAM ANNIN MIDDLE SCHOOL AUDITORIUM**

I. Regular Session – Call to Order – 6:30 p.m.

II. Salute to the Flag

III. Roll Call

Present: Ms. Gray, Ms. Hira, Mr. Khanna, Ms. McKeon, Ms. Schafer, Ms. Singh,
Ms. White, Mr. Markarian, Mr. Siet, Ms. Fox, Board Counsel John Croot

Absent: Mr. Salmon, Ms. Light, Mr. McLaughlin

IV. Executive Session – 6:31 p.m.

BE IT RESOLVED that the Bernards Township Board of Education shall meet in closed session to discuss item(s) a, b, e, 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

On motion by Ms. Gray seconded by Ms. Schafer and approved by all present, the Board recessed into executive session at 6:32 p.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. Singh seconded by Ms. Hira and approved by all present, the Board closed executive session at 6:56 p.m.

V. Reconvene Regular Session – Call to Order – 7:03 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 P.L. 1975 Chapter 231A.

For those members of the public who are unable to attend our meeting in-person, a livestream link of the meeting is posted on the district website, www.bernardsboe.com.

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, when 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 matter of public concern related to the schools.

When you approach the microphone, please state your name and address. Each statement made by a participant shall be limited to three (3) minutes duration. No participant may speak more than once during a given public comment session. 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 different time limit for individual comments and/or to set an overall time limit for the public comment portions of the agenda. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.

As a courtesy to those individuals unable to attend our meetings in person, public comment may be made remotely through Zoom. Interested individuals should navigate to the district webpage, www.bernardsboe.com, and select "Board of Education" followed by "Public Comment" to review specific instructions, or click [here](#).

Public comments made in-person will be processed first, then comments via Zoom. No public comments will be accepted before 7PM or after item XX. 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/Administration will respond to public comments to the extent possible. 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 speaking. 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 speaking 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.

VII. Student Representative – Petra Deffenbaugh/ Kyle Swan

Ms. Deffenbaugh introduced Kyle Swan, Student Body Vice President. Mr. Swan introduced himself. Ms. Deffenbaugh provided an update for the happenings at Ridge High School including club activities, picture retakes, yearbook sign ups, the upcoming Thanksgiving drive, an upcoming Mathematics competition, an update for Ridge Speech and Debate and an update for all classes. Ms. Deffenbaugh discussed the upcoming performance by the Ridge Drama Club, upcoming Wellness Day activities and Volleyball tournament. Ms. Deffenbaugh also discussed the successes of Ridge Cheer, Cross Country and provided other athletics updates. Ms. Deffenbaugh celebrated and congratulated students and clubs for their successes this fall.

Ms. Deffenbaugh discussed some student body concerns including homework, student dress code, state of the restrooms and provided an update to the return to the school year and wished everyone an easy transition into the second marking period.

VIII. Board President Comments

President McKeon welcomed the public to the meeting.

IX. Board Presentation

1) **Instructional Coaching Program** - Sean Siet, Vicki Daglian, Jennifer Kaltenbach and Chiara Kupiec

Assistant Superintendent Siet provided a historical overview of the Instructional Coaching Program and discussed the presentation.

Ms. Daglian, Ms. Kupiec and Ms. Kaltenbach introduced themselves and provided a summary of their backgrounds with the district.

Assistant Superintendent Siet provided the objectives to the presentation including a description of the program, benefits, the process and roles and responsibilities. Mr. Siet

provided a timeline for the program since the initial idea was launched in 2010 and described how the program has evolved during the last decade.

Ms. Kaltenbach provided a definition of Instructional Coaching. Instructional coaching is designed to encourage teachers, create leadership, provide opportunities for professionals to enhance their knowledge through professional development to meet the needs of their students.

Assistant Superintendent Siet discussed the benefits of the program according to feedback from the participants of the program. Benefits included staff development that is self-directed, tailored toward student and teachers needs in a timely manner, peer to peer and encourages teacher retention.

Ms. Kupiec discussed other benefits to the program including staff wellness, empowerment and inspiring other teachers and that the program provides opportunities for collaboration. Ms. Kupiec described a recent meeting with a teacher and the positive outcome of the meeting.

Ms. Daglian discussed the process for working with a coach. The process includes initiation of contact, a development of the meeting place and plan, logistics for implementing the plan including a collaborative understanding for goals and needs of the teacher and then developing the coaching relationship.

Ms. Daglian provided a description of roles and responsibilities of Instructional Coaches. Responsibilities include support and mentoring. Ms. Kupiec stressed the importance that the program is a partnership in learning that is designed to not only use knowledge but implement new strategies and provide resources. Ms. Kupiec and Ms. Daglian described scenarios and examples of coaching opportunities.

Ms. Kaltenbach discussed building a community by presence, support and positive connections and provided examples as to how a positive atmosphere is built and developed. Ms. Daglian gave a description of how support for new staff is provided through orientation, connection and Staff College classes.

Ms. Daglian gave a rundown of the monthly events that are provided to staff that are for professional development and community building. Examples of these are Doordash PD, Sweet Support, Teacher Collaboration, Pop-in Parties, Planning Resort, etc.

In collaboration with administrators, Ms. Kupiec discussed professional development for in-service days, district and building professional development courses and grade level and department meetings that take place.

Assistant Superintendent Siet told Ms. Kupiec, Ms. Daglian and Ms. Kaltenbach what an honor it is to work with them and then identified how to build acceptance of a program and develop staff member connections and the next steps for the program.

Board members commented on the success of the program.

To view the presentation please click [here](#).

X. Superintendent's Report

BE IT RESOLVED THAT

- 1) The Board of Education does hereby approve the overnight field trip for the **Ridge High School Competition Cheerleading Team** to attend the National High School Cheerleading Championship in Orlando, Florida scheduled for February 8 – February 13, 2023.
- 2) The Bernards Township Board of Education does hereby approve the following **School Bus Evacuation Drills** for the 2022-23 school year:

<u>School:</u>	<u>Date(s):</u>
Cedar Hill School	10/17/2022
Mount Prospect School	10/21/2022
Oak Street School	10/27/2022
Ridge High School	11/4/2022
- 3) The Bernards Township Board of Education does hereby affirm receipt of the **HIB Report** dated November 14, 2022.

On motion by Ms. Singh seconded by Ms. Gray Items #1-3 were approved by the following roll call vote:

- “Ayes” - Ms. Gray, Ms. Hira, Mr. Khanna, Ms. McKeon, Ms. Schafer, Ms. Singh, Ms. White
 “Noes” - None
 “Abstain” - None

Superintendent Markarian provided a description of the agenda items.

Superintendent Markarian thanked the Veterans and acknowledged this past Veterans Day. Mr. Markarian thanked everyone that was involved in the election process for the Board of Education and for their service to the community. Mr. Markarian noted that the official certification for results would be November 28, 2022 as per the Somerset County Website and provided the “unofficial” results and congratulated the candidates that had the most votes and for their willingness to serve.

XI. Public Comment on Agenda Items

A comment from the public included a concern with the availability of supplies in the school district. A comment from the public included quality of education, safety and support of the staff in relation to the presentation and the recent resignation of an Assistant Principal and thanked the board for their service.

XII. Approval of Minutes

BE IT RESOLVED THAT

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

October 17, 2022 – Executive Minutes

October 17, 2022 – Regular Session Minutes

On motion by Ms. White seconded by Ms. Schafer the foregoing were approved by the following roll call vote:

“Ayes” - Ms. Gray, Ms. Hira, Mr. Khanna, Ms. McKeon, Ms. Schafer, Ms. Singh,
Ms. White

“Noes” - None

“Abstain” - None

XIII. Finance Committee Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve a list of disbursements dated November 14, 2022 consisting of warrants in the amount of \$7,605,241.04.

2) 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 2022-23 school year:

<u>Name:</u>	<u>Name of Conference:</u>	<u>Cost:</u>	<u>Date(s):</u>
A. McCaffrey	PECS Level 1	\$389	12/1/2022-12/2/2022
J. McCrea	PECS Level 1	\$389	12/1/2022-12/2/2022
K. Gentile	PECS Level 1	\$389	12/1/2022-12/2/2022
N. Fetcher	PECS Level 1	\$389	12/1/2022-12/2/2022
N. Beaubrun	PECS Level 1	\$389	12/1/2022-12/2/2022
T. Brandt	Teen Mental Health First Aid Training	\$3,300	11/28/2022-11/30/2022
V. Baliya	2022 NJ Science Convention	\$229	10/19/2022*
S. Richards	NJTEEA Conference	\$150	10/28/2022*

**County-office retroactive approval given on November 7, 2022*

3) The Bernards Township Board of Education does hereby approve an amendment to the IDEA monies for the FY 2022-2023 for the reallocation of funds for the Basic program to fund salaries and benefits for curriculum development and after school tutoring as follows:

<u>Basic</u>	FROM	TO
100-100		\$146,400
100-300	\$ 20,000	
100-500		
100-600	\$137,599	
200-200		\$ 11,199

4) WHEREAS, the Bernards Township Board of Education (the “District”) sought bids in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., and N.J.A.C. 6A:27-9.1, et seq., for the provision of Special Education Transportation Services during the 2022-23 school year (the “Services”); and

WHEREAS, the revised schedule below reflects an adjustment to the September 19, 2022 approved Board Resolution for the total per diem cost:

2022 Special Education Transportation					
Bus Contractor	Inc/Dec Per Mile	Per Diem	Aide	Total	Notes
Quote: ROSS11					
Barker Bus Company	\$0.95	\$665.00	\$80.00	\$745.00	

5) The Bernards Township Board of Education does hereby approve the 2023-24 Comprehensive Maintenance Plan on file in the Board of Education Office.

On motion by Ms. Gray seconded by Ms. Singh Items #1-5 were approved by the following roll call vote:

“Ayes” - Ms. Gray, Ms. Hira, Mr. Khanna, Ms. McKeon, Ms. Schafer, Ms. Singh, Ms. White

“Noes” - None

“Abstain” - None

XIV. 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 **Roderic McLaughlin** Business Administrator/Board Secretary District Office effective December 31, 2022.

2) The Bernards Township Board of Education does hereby amend its resolution of October 3, 2022, accepting the retirement of **Richard Shello** Director of Athletics, to reflect the new effective date of June 30, 2023.

3) The Bernards Township Board of Education does hereby approve the following **Change in Assignments** for the 2022-23 school year:

<u>Staff Member:</u>	<u>From:</u>	<u>To:</u>
Cheryl Howarth	Assistant Principal Ridge High School 2022-23 school year	Assistant Principal .4 Ridge High School & .6 William Annin Middle School effective November 15, 2022 through June 30, 2023

On motion by Ms. Schafer seconded by Ms. Singh Items #1-3 were approved by the following roll call vote:

“Ayes” - Ms. Gray, Ms. Hira, Mr. Khanna, Ms. McKeon, Ms. Schafer, Ms. Singh, Ms. White

“Noes” - None

“Abstain” - None

XV. Policy Committee Report

Ms. Hira discussed the October 3, 2022 Policy Committee Meeting. Topics at the meeting were school year calendar planning and provided descriptions of first and second readings of policies and regulations that were reviewed at the meeting and are being voted on at the November 28, 2022 Board of Education meeting.

XVI. Curriculum Committee Report

No Report.

XVII. Wellness Committee Report

No Report.

XVIII. Liaison Committee Reports

No Report.

XIX. Public Comment on Non-agenda Items

Comments from the public included a concern with the process of determining curriculum and concerns about social media and public misinformation.

XX. Board Forum

XXI. Adjournment

On motion by Ms. Singh and seconded by Mr. Khanna and approved by all present, the meeting was adjourned at 8:39p.m.

Respectfully submitted,

Rod McLaughlin (in absentia)
Board Secretary