

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MINUTES INDEX
MAY 8, 2017
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EXECUTIVE SESSION 5:46 P.M.
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REGULAR SESSION 7:03 P.M.
RIDGE HIGH SCHOOL PERFORMING ARTS CENTER**

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**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MEETING MINUTES
MAY 8, 2017
REGULAR SESSION 5:45 P.M.
EXECUTIVE SESSION 5:46 P.M.
RIDGE HIGH SCHOOL PRINCIPAL'S CONFERENCE ROOM
REGULAR SESSION 7:03 P.M.
RIDGE HIGH SCHOOL PERFORMING ARTS CENTER**

I. Regular Session – Call to Order – 5:45 p.m. – Ridge High School Performing Arts Center

The meeting was called to order at 5:45p.m. by President Cwerner.

II. Salute to the Flag

III. Roll Call

Present: Mr. Byrne, Ms. Cwerner, Dr. Dunten, Mr. Fry, Ms. Gray, Ms. Korn (sworn in at 9:10p.m.), Ms. McKeon, Ms. Richman, Ms. Wooldridge, Mr. Markarian, Mr. Siet, Mr. McLaughlin, Board Counsel John Croot

ABSENT: None

IV. First Executive Session – 5:46 p.m. – Ridge High School Principal's Conference Room

On motion by Ms. Wooldridge and seconded by Dr. Dunten, and approved by all present, the Board recessed into closed executive session at 5:46 p.m.

BE IT RESOLVED that the Bernards Township Board of Education shall meet in closed session to discuss: confidential personnel and contract items; matters of litigation; confidential student matters; 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. McKeon seconded by Ms. Wooldridge and approved by all present, the Board closed the Executive Session at 6:50p.m.

V. Regular Session – Call to Order – 7:03 p.m. – Ridge High School Performing Arts Center

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.

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 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. 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 - Lucas Miller

Mr. Miller reported on the Senior Picnic that took place on May 5, 2017 where seniors from Ridge High School had dinner with Senior Citizens, a possible change in the schedule for Student Elections and the AP testing schedule.

VIII. Interview Candidates for Board Vacancy

The candidates listed below were asked to provide written materials including a background statement, qualifications, philosophy of public education, role of a board member and committee interest.

Each candidate read a prepared statement.

- 1) Sophia Chadda
- 2) Kristin Hosler
- 3) Ahsen Janjua
- 4) Jennifer Korn
- 5) Tim Salmon
- 6) James Vopal
- 7) Leo Caruso

IX. Second Executive Session – 7:54 p.m. – Ridge High School Principal’s Conference Room

On motion by Ms. Gray seconded by Dr. Dunten, and approved by all present, the Board recessed into the second closed executive session at 7:54 p.m.

BE IT RESOLVED that the Bernards Township Board of Education shall meet in closed session to discuss: personnel and contract negotiations; matters of litigation; confidential student matters; 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. Wooldridge seconded by Ms. Richman and approved by all present, the Board closed the Second Executive Session at 8:50 p.m.

President Cwerner reconvened the regular meeting in the Ridge High School PAC at 8:59p.m.

X. Appointment of New Board Member

- 1) Elect New Board Member
- 2) Oath of Office

President Cwerner thanked each candidate for their willingness to serve noting that all candidates were qualified and that choosing one candidate is a tough decision for the Board. Ms. Wooldridge then requested nominations for the vacancy on the Board of Education.

Mr. Fry made a motion, seconded by Ms. Gray, to nominate Ms. Jennifer Korn to fill the vacancy on the Board of Education. President Cwerner asked if there were any other nominations. There were none. The Board of Education then passed the motion to appoint Ms. Korn to the Board of Education Vacancy with the following roll call vote:

- “Ayes” - Mr. Byrne, Ms. Cwerner, Dr. Dunten, Mr. Fry, Ms. Gray, Ms. McKeon, Ms. Richman and Ms. Wooldridge
“Noes” - None
“Abstain” - None

Board Secretary Rod McLaughlin administered the Oath of Office to Ms. Korn as the newly elected Board Member.

XI. Public Hearing 2017-18 Budget

- 1) **2017-18 School Budget Presentation** – Superintendent, Nick Markarian, & Business Administrator, Rod McLaughlin

Business Administrator Rod McLaughlin and Superintendent Nick Markarian presented an overview of the 2017-18 school budget.

Items highlighted included:

- Comparisons between FY1617 and FY1718 by budget expenditures and operating expense changes.
- An overview of Capital Projects including the Oak Street School HVAC project and the Lee Track Resurfacing project.
- A breakdown of the transportation budget for FY1718
- A five-year review of: revenues, snapshot of budgets, general operating budgets, breakdown of instruction, general education costs, special education costs and support services
- A seven-year history of taxes
- Enrollment snapshot
- Staffing considerations and recommendations

For the complete presentation click [here](#).

- 2) Board Forum on Budget

Board member topics included the 5-year breakdown of instruction, basic skills ESL, supply cost variations, technology costs and President Cwerner pointed out the seven year tax history and thanked the Financial Team for their leadership and hard work.

- 3) Public Comment on Budget

Public comments included questions regarding the Title I funds and the student activities funds being used to support the track resurfacing project.

Superintendent Markarian noted that the district was one year behind in accepting Title I funds and that they are being spent for supplies and that the student activity funds were

accrued over many years and have gone to the costs to resurface the Lee Field Track because it is something that all students can access.

4) WHEREAS, the Superintendent and Business Administrator prepared this 2017-2018 budget on forms prescribed by the State Department of Education and submitted it along with required supporting documentation to the Executive County Superintendent, and

WHEREAS, the Executive County Superintendent reviewed and approved the budget, and

WHEREAS, the proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A

RESOLVED, the Bernards Township Board of Education does hereby approve and adopt the following school district budget for the 2017-2018 school year for purposes of establishing the tax levy:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2017-2018 Total				
Expenditures	\$94,145,118	\$1,659,910	\$5,366,288	\$101,171,316
Less: Anticipated Revenues	<u>\$10,393,617</u>	<u>\$1,659,910</u>	<u>\$264,020</u>	<u>\$12,317,547</u>
Taxes to be Raised:	<u>\$83,751,501</u>	<u>\$0</u>	<u>\$5,102,268</u>	<u>\$88,853,769</u>

And be it RESOLVED, That there should be raised for General Funds \$83,751,501 for the ensuing school year 2017-2018.

5) The Bernards Township Board of Education does hereby approve the schedule of **municipal tax levy** for the 2017-18 school year:

**BERNARDS TOWNSHIP BOARD OF EDUCATION
2017-2018 TAX LEVY SCHEDULE**

	General Funds:	Debt Services:	Total Payment
July	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
August	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
September	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
October	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
November	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
December	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75

Sub Total:	\$41,875,750.50	\$ 2,551,134.00	\$44,426,884.50
January	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
February	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
March	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
April	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
May	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
June	\$ 6,979,291.75	\$ 425,189.00	\$ 7,404,480.75
Sub Total:	\$ 41,875,750.50	\$ 2,551,134.00	\$ 44,426,884.50
2017-2018 Levy:	\$ 83,751,501.00	\$ 5,102,268.00	\$ 88,853,769.00

On motion by Ms. Wooldridge seconded by Ms. McKeon Items #4 and 5 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Cwerner, Dr. Dunten, Mr. Fry, Ms. Gray, Ms. McKeon,
Ms. Richman and Ms. Wooldridge
 “Noes” - None
 “Abstain” - Ms. Korn

XII. Superintendent’s Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby affirm receipt of the **HIB Report** dated May 8, 2017.

On motion by Ms. Wooldridge seconded by Dr. Dunten Item #1 was approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Cwerner, Dr. Dunten, Mr. Fry, Ms. Gray, Ms. McKeon,
Ms. Richman and Ms. Wooldridge
 “Noes” - None
 “Abstain” - Ms. Korn

XIII. Public Comment on Agenda Items

No comments were made.

XIV. Approval of Minutes

BE IT RESOLVED THAT

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

April 17, 2017 – Executive Session Minutes

April 17, 2017 – Regular Session Minutes

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

“Ayes” - Mr. Byrne, Ms. Cwerner, Dr. Dunten, Mr. Fry, Ms. Gray, Ms. McKeon, Ms. Richman and Ms. Wooldridge

“Noes” - None

“Abstain” - Ms. Korn

XV. Finance Committee Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve a list of disbursements dated May 8, 2017 consisting of warrants in the amount of \$4,777,598.88.

2) The Bernards Township Board of Education does hereby agree that the information provided in the application for the **Safety Grant Program through the New Jersey Schools Insurance Group** is complete and correct.

The Bernards Township Board of Education does hereby approve the digital submission of the application for the Safety Grant Program through the New Jersey Schools Insurance Group in the amount of \$18,377.33 for the 2017 Safety Grant Program.

The Bernards Township Board of Education does hereby grant authority to the undersigned Official Representative to submit the final required documents and digitally submit this application for review by the New Jersey Schools Insurance Group.

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

“Ayes” - Mr. Byrne, Ms. Cwerner, Dr. Dunten, Mr. Fry, Ms. Gray, Ms. McKeon, Ms. Richman and Ms. Wooldridge

“Noes” - None

“Abstain” - Ms. Korn

Ms. Wooldridge noted that the next Finance Committee Meeting would be on May 17, 2017.

Mr. Byrne asked for a further explanation of item #2. Mr. McLaughlin explained that item #2 is a safety grant that has been used for the laminating of glass as an additional

security measure and for LED Lighting at both Cedar Hill School and Liberty Corner Schools.

XVI. Personnel Committee Report

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby accept the retirement of **Vicky Banach** School Psychologist Ridge High School effective June 30, 2017, with regret.
- 2) The Bernards Township Board of Education does hereby accept the retirement of **Diana Koeckert** Instructional Support Teacher Cedar Hill School effective June 30, 2017, with regret.
- 3) The Bernards Township Board of Education does hereby accept the retirement of **Edward Russell** Physical Education/Health Teacher William Annin Middle School effective June 30, 2017, with regret.
- 4) The Bernards Township Board of Education does hereby accept the resignation of **Natalia Joffe** School Psychologist Mount Prospect School effective June 30, 2017.
- 5) The Bernards Township Board of Education does hereby accept the resignation of **Megan Taxeras** Grade 5 Teacher Cedar Hill School effective June 30, 2017.
- 6) The Bernards Township Board of Education does hereby accept the resignation of **Gina Kirwin** Instructional Aide Mount Prospect School effective May 17, 2017.
- 7) The Bernards Township Board of Education does hereby appoint **Jillian Shadis** Director of School Counseling K-12 at a salary of \$140,566 effective July 1, 2017 through June 30, 2018.
- 8) The Bernards Township Board of Education does hereby abolish the position of Supervisor of Guidance 2017-18 School Year.

On motion by Ms. Richman seconded by McKeon Items #1-8 were approved by the following roll call vote:

- “Ayes” - Mr. Byrne, Ms. Cwerner, Dr. Dunten, Mr. Fry, Ms. Gray, Ms. McKeon, Ms. Richman and Ms. Wooldridge
“Noes” - None
“Abstain” - Ms. Korn

Ms. McKeon relayed that the Personnel Committee met on Friday, May 5, 2017. Topics of discussion were summer guidance schedules at William Annin Middle School and personnel requests for the next school year.

Special mention was made of Personnel item #7 by President Cwerner. Superintendent Markarian explained that the action of item #7 abolished the position of the Supervisor of Guidance and created the new position.

Mr. Markarian congratulated Ms. Shadis and noted that Ms. Shadis is a tremendously hard worker that is committed to serving our students and families.

XVII. Policy Committee Report

No report.

XVIII. Curriculum Committee Report

Ms. Gray reported that the Curriculum Committee met on April 13, 2017. Topics discussed at the meeting were summer reading, implications of schedule changes at William Annin Middle School, climate survey topics, the K-2 homework policy, the additional meetings being scheduled by the Curriculum Committee to discuss specific topics and the Ridge High School STEAM project. Ms. Gray noted that the next meeting would be on Friday, May 12, 2017.

XIX. Advocacy Committee Report

Ms. Richman provided information from the May 1, 2017 Advocacy Committee Meeting. Topics included were the K-5 Interventionist, the upcoming George Scott presentation on May 17th at 7:00pm at the Ridge PAC, the May 11, 2017 STEAM presentation by Dr. Brian Heineman, Director of Curriculum and that the final meeting for the school year will be on June 5, 2017.

XX. Liaison Committee Reports

Ms. Wooldridge remarked on the upcoming Senior Prom and that 6th graders are in the process of writing letters to Seniors at Ridge High School regarding drinking alcohol.

XXI. Public Comment

Public comments included the Homework Policy and information regarding a potential “Challenge Day” for the district.

XXII. Board Forum

Board members noted that the candidates for the vacant Board of Education position were incredible, that choosing between them was tough and thanked them for their applications.

Board Members congratulated Jennifer Korn on her position as a Board of Education member. Ms. Korn thanked everyone and expressed her gratitude and excitement.

XXIII. Adjournment

On motion by Ms. Korn and seconded by Mr. Fry and approved by all present, the meeting was adjourned at 10:39p.m.

Respectfully submitted,

Rod McLaughlin
Board Secretary