

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MINUTES INDEX
DECEMBER 16, 2013
REGULAR SESSION 7:00 P.M.
WILLIAM ANNIN MIDDLE SCHOOL**

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**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MEETING MINUTES
DECEMBER 16, 2013
REGULAR SESSION 7:00 P.M.
WILLIAM ANNIN MIDDLE SCHOOL**

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

I. Regular Session – Call to Order – 7:00 p.m. – William Annin Middle School Conference Room

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. 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.

V. **Student Representative**

Student representative Ellexa Thomas updated the Board on high school activities including the canned food drive (2,000+ cans were collected), the December 20 Junior vs. Senior volleyball game with the winning class selecting the foundation of its choice to donate the proceeds to, and the recent Teddy Bear donation to various children's organizations.

VI. **Superintendent's Report**

BE IT RESOLVED THAT

1) *The Bernards Township Board of Education does hereby approve the Ridge High School French students' trip to Quebec, Canada March 21 – 23, 2014. (Tabled)*

Supervisor of World Languages Kathy Stotler presented a proposal and discussed a student trip. She stated the French program at the high school is growing and believes this trip would be positive for the program. Ms. Stotler discussed the tour company's background, travel arrangements, and the advantage to the students of having the opportunity to experience the culture and speak the native language in a foreign country. The possibility of postponing the trip until May 2014 both to accommodate the prospect of inclement weather and to coincide with the finish of AP exams was brought forward as an alternative to the March date.

Questions from the Board regarding approval of this trip included the proposed date of the trip, singling out one foreign language to experience this opportunity, options if trip needed to be canceled, concern with a loss of student instructional time, and this opportunity providing a life experience for the students. It was decided that some history of overnight trips and a review by the Policy Committee would be appropriate. The trip request will be brought back to the Board with additional information.

On motion by Ms. Wooldridge, seconded by Ms. Shah, Item #1 was tabled 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

2) The Bernards Township Board of Education does hereby affirm receipt of HIB Report December 16, 2013.

Superintendent Markarian indicated he will present the semi-annual HIB/EVVRS report to the Board in January or February, 2014. This six-month report will compare previous data of incidents.

On motion by Ms. Cwerner, seconded by Ms. Kusel, Item #2 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

VII. Public Forum on Agenda Items

Policy Chairperson Bev Cwerner reviewed the following in regard to the preparation of the school calendars: 2012-13 calendar survey, working within the parameters of the BTEA contract, and the way in which the days/holidays fall in the upcoming three years.

The public made comments regarding the proposed school calendars included allowing students/staff to begin prior to Labor Day, reinstating a full five-day February recess period, and delaying the calendar vote to further review current public opinion and the public’s response to the calendar survey.

VIII. Approval of Minutes

November 25, 2013 – Executive Session Minutes
November 25, 2013 – Regular Session Minutes

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

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

IX. Committee Reports

FINANCE

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby approve a list of [disbursements](#) dated December 16, 2013 consisting of warrants in the amount of \$5,149,870.79.
- 2) The Bernards Township Board of Education acknowledges receipt of the November 2013 Financial Reports from the Board Secretary, the monthly Investment Report for November 2013, and the Treasurer of the School Monies Report for November 2013.

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 November 2013 line item transfers totaling \$413,351.82; list on file in the Board office.
- 4) 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 2013-14 school year:

<u>Name:</u>	<u>Name of Conference:</u>	<u>Cost:</u>	<u>Date(s):</u>
M. Hall	Techspo 2014	\$570	1/30/2014 – 1/31/2014
L. Vitale-Stanzione	6 th Annual Special Education & Mathematics Conference	\$180	1/8/2013
T. Bowman	6 th Annual Special Education & Mathematics Conference	\$170	1/8/2013

5) The Bernards Township Board of Education does hereby approve the following **field trip destinations** for the 2013-14 school year:

<u>Destination:</u>	<u>Group Attending:</u>	<u>Number of Students:</u>
Sheraton Convention Center, East Brunswick, NJ	William Annin Middle School Chamber Orchestra	15
Bound Brook High School, Bound Brook, NJ	Ridge High Academic League Students	16

6) The Bernards Township Board of Education does hereby accept a donation from the **Oak Street PTO** in the amount of \$5,569 for the mural painting in the Oak Street School cafeteria.

7) Whereas the **Ridge Sports Foundation** has pledged to raise and donate \$125,000 in full by January 2015 to the Bernards Township Board of Education to be used to offset the costs of renovating, expanding and refurbishing the Ridge High School Wellness Center and

Whereas the Bernards Township Board of Education is desirous of renovating, expanding and refurbishing the Ridge High School Wellness Center during the summer of 2014,

Now therefore be it resolved that the Bernards Township Board of Education does hereby accept the donation from the Ridge Sports Foundation in the amount of \$125,000 for the aforementioned purposes and will contingent upon this pledge undertake the aforementioned project with a match of funds in 2014-2015 of up to \$125,000.

8) The Bernards Township Board of Education does hereby adopt the corrective action plan for the **FY2013 Audit Findings** ([attachment F8](#)).

9) The Bernards Township Board of Education does hereby appoint **Wells Fargo Insurance Services USA**, Inc. pursuant to the provisions of N.J.S.A. 18A:18A-5 et seq. for the purposes of providing insurance consulting services for the period January 1, 2014 through December 31, 2014 and does hereby approve the negotiated agreement for those services at a flat fee, exclusive of any commissions in the amount of \$120,000.

10) The Bernards Township Board of Education does hereby authorize the school business administrator to renew the **shared services agreement with the Municipality of Bernards Township** for the 2013-14 school year. The shared services agreement will provide engineering and purchasing services for site work done by the Municipality of Bernards Township for the Bernards Township School District.

11) The Bernards Township Board of Education does hereby approve submission of the **Title IIA No Child Left Behind (NCLB)** federal entitlement grant amendment for the carry over \$169 to 200-600 Support Services Supplies from fiscal year 2012-2013 to 2013-2014.

Finance Chairperson Bill Koch acknowledged the donation by the Oak Street School PTO and the commitment of the Ridge Sports Foundation.

On motion by Mr. Koch, seconded by Ms. Kusel, 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

PERSONNEL

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby accept the resignation of **Janice Greco** Payroll Coordinator District Office effective February 28, 2014, with regret, for the purpose of retirement.
- 2) The Bernards Township Board of Education does hereby approve a paid child care leave for **Amanda Hughes** Grade 5 Teacher Mount Prospect School effective March 13, 2014 through April 30, 2014 utilizing 29 personal illness days then an unpaid New Jersey Family Leave effective May 1, 2014 through June 13, 2014 running concurrently with an unpaid Federal Family Leave effective May 1, 2014 through June 30, 2014, returning September 1, 2014.
- 3) The Bernards Township Board of Education does hereby approve an unpaid Child Care Leave for **Kristin Smerillo** Grade 1 Teacher Cedar Hill School effective September 1, 2014 through June 20, 2015 returning September 1, 2015.
- 4) The Bernards Township Board of Education does hereby approve a paid child care leave for **Jackie Treanor** Guidance Counselor Ridge High School effective February 24, 2014 through April 28, 2014 utilizing 40 personal illness days then an unpaid New Jersey Family Leave effective April 29, 2014 through June 10, 2014 running concurrently with an unpaid Federal Family Leave effective April 29, 2014 through June 30, 2014, returning September 1, 2014.

5) The Bernards Township Board of Education does hereby approve an unpaid New Jersey Family Leave for **Brian McCarthy** Instructional Aide Cedar Hill School effective January 13, 2014 through February 14, 2014 returning on February 17, 2014.

6) The Bernards Township Board of Education does hereby accept the following resignations from **Extracurricular Assignments** listed:

Erin Stianchi	Math League LC
Diana Koeckert	AM Proctor CH

7) The Bernards Township Board of Education does hereby approve the following **Change in Assignments, Hours and/or Locations** for the 2013-14 school year:

<u>Staff Member:</u>	<u>From:</u>	<u>To:</u>
Patricia Manies	Child Care Leave September 1, 2013 through January 31, 2014 returning February 1, 2014	Child Care Leave September 1, 2013 through January 1, 2014 returning January 2, 2014
Kathryn Marvel	Special Education Teacher Oak Street School at a salary of Step 2 BA \$48,080 effective September 1, 2013 through January 31, 2014 as a maternity leave for Lisa Sweeney	Special Education Teacher Oak Street School at a salary of Step 2 BA \$48,080 effective September 1, 2013 through January 31, 2014 as a maternity leave for Lisa Sweeney and a Special Education Teacher Oak Street School at a salary of Step 2 BA \$48,080 effective February 1, 2014 through June 30, 2014 as a maternity leave replacement for Kathleen Vasto

8) The Bernards Township Board of Education does hereby appoint **Julianne Giolli** English Language Arts Teacher William Annin Middle School at a salary of Step 1 BA \$47,580 effective January 2, 2014 through June 30, 2014 as a maternity leave replacement for Hanina Osborn. Salary to be prorated to reflect dates worked.

9) The Bernards Township Board of Education does hereby appoint **Katarina McKee** Math Teacher Ridge High School at a salary of \$238 per diem effective December 16, 2013 through receipt of Certificate of Eligibility w/Advanced Standing then at a salary of Step 12 BA \$57,480 through June 30, 2014 as a maternity leave repla

10) The Bernards Township Board of Education does hereby appoint **Amanda Mitchell** Special Education Teacher Liberty Corner School at a salary of Step 1 BA \$47,580 effective January 2, 2014 through June 30, 2014.

- 11) The Bernards Township Board of Education does hereby appoint **Sara Woodland-Medenilla** School Nurse Oak Street School at a salary of Step 16 BA \$64,230 effective on or before February 13, 2014 through June 30, 2014. Salary to be prorated to reflect dates worked.
- 12) The Bernards Township Board of Education does hereby appoint **Cynthia Conti** Special Education Teacher William Annin Middle School at a salary of Step 9 BA \$54,080 effective December 13, 2013 through June 30, 2014 as a maternity leave replacement for Katie Donahue. Salary to be prorated to reflect dates worked.
- 13) The Bernards Township Board of Education does hereby appoint **Alison Tango** Instructional Aide Mount Prospect School at a salary of Step 1 \$24.72 effective January 2, 2014 through June 20, 2014.
- 14) The Bernards Township Board of Education does hereby appoint **Danielle Presuto** English Language Arts Teacher at a salary of \$238 per diem effective March 3, 2014 through June 23, 2014 as a maternity leave replacement for Sarah John.
- 15) The Bernards Township Board of Education does hereby appoint **Max Sidoli** Security Officer Ridge High School at a salary of \$30 per hour effective January 6, 2014 through June 20, 2014.
- 16) The Bernards Township Board of Education does hereby appoint **Ann Sobine** Secretary Ridge High School at a salary of Step 8 \$48,074 effective January 2, 2014 through June 30, 2014. Salary prorated to reflect start date.
- 17) The Bernards Township Board of Education does hereby appoint the following staff in the various assignments listed for the 2013-14 school year:

<u>Name:</u>	<u>Assignment:</u>	<u>Salary:</u>
Mary Kowalski	After School Care Program	\$45 per hour
Jennifer Potts	After School Care Program	\$45 per hour
Michael Schmidt	After School Care Program	\$24 per hour
Virginia Blackowski	Parent Training	\$30 per hour
Tim Hultman	PAC Worker	\$10 per hour
Fiona Malone	PAC Worker	\$10 per hour
Roman Mak	PAC Worker	\$10 per hour
Joy Scull	After School Care Program	\$12 per hour
Emily LeBoeuf	After School Care Program	\$12 per hour
Caroline Keller	After School Care Program	\$12 per hour
Bob Trokan	Piano Accompanist	\$37 per hour

18) The Bernards Township Board of Education does hereby approve the following **Extracurricular Assignments** for the 2013-14 school year:

<u>School:</u>	<u>Name:</u>	<u>Assignment:</u>	<u>Salary/Longevity:</u>
OS	Kathryn Marvel	AM Proctor	\$1,133/0 points/\$0
LC	Heather Obertlik	Math League	\$2,812/none
WA	Hanina Osborn	Team Leader 8 th Grade (September-November)	\$1,240.20/none
WA	Bill Stanzel	Team Leader 8 th Grade (December-June)	\$2,893.80/none
WA	Marissa Fuelhart	Team Leader 8 th Grade	\$4,134/none
CH	Penny Iannella	AM Proctor	\$1,133/0 points/\$0
RH	Keith Vella	Assistant Girls' Ski Race	\$4,895/none
RH	Anthony Armienta	Assistant Boys' Ski Race .5	\$2,447.50/none
RH	Jeff Pedicine	Assistant Boys' Ski Race .5	\$2,447.50/none
RH	Ben Carroll	Head Girls' Ski Race	\$7,417/none

19) The Bernards Township Board of Education does hereby appoint the following **Wrap Around Instructors** at a salary of \$5,000 for the 2013-14 school year:

Annette Kuperus	Jill Burt
Krystine Baril	Emily Mangino
Leah Linebarger	Mary Beth Gakos
David Persily	Lauren Baker
Megan Malone	Emily Feignbaum

20) The Bernards Township Board of Education does hereby approve the following **Student Interns** for the 2013-14 school year:

<u>Name:</u>	<u>College/University:</u>	<u>Cooperating Teacher:</u>
Peter Scholl	Kean	Math/Tara Cascarelli WAMS 1/21/14-5/16/14
Christopher Bowers	Saint Peter's	Physics/Jessica Musumeci RHS 2013-14 school year
Danielle MacMath	Fairleigh Dickinson	Theater/Megan Kern RHS 1/6/14-1/17/14

21) The Bernards Township Board of Education does hereby appoint the following **substitute teachers** at a salary of \$80 per diem and substitute nurses at a salary of \$170 per diem effective December 1, 2013:

Julianne Giolli
Monica Cerati
Danielle Presuto

22) The Bernards Township Board of Education does hereby appoint the following **volunteers** for the 2013-14 school year:

Fred Fuchs Ski Team

On motion by Ms. Kusel, seconded by Ms. McKeon, Items #1 through #22 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

POLICY

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby adopt the 2014-15, 2015-16 and 2016-17 school calendars.

Comments were made regarding the process for developing the school calendars which included an extensive review of the calendar survey and research by the Policy Committee. The highest parent/student priority revealed in the survey was to end the school year earlier than in past years. In order to do this, some recess periods needed to be eliminated or shortened. To allow a sufficient planning period, the calendars need to be adopted in December. Efforts to negotiate a staff/student start date prior to Labor Day and the elimination of the May Flex Day were unsuccessful. This resolution is not one that requires two readings prior to adoption as it is not regarding a change to a district policy.

On motion by Ms. Cwerner, seconded by Ms. Sherwyn, Item #1 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

CURRICULUM

Chairperson Robin McKeon reported on the recent Curriculum Committee meeting. She stated that the first section of minutes were sent to the Board earlier this evening. She highlighted the following items from that meeting impacting the 2014-15 Program of Studies: name change from CP and Honors Math Analysis to CP and Honors Pre-Calculus; a new pathway to move from CP Geometry to Honors Algebra II from CP Algebra II to Honors Pre-Calculus; replacing Core Algebra II with Algebra II Seminar which will include three math seminar classes per week); and a new French Culture course.

X. Public Forum on Other Than Agenda Items

Comments regarding the school calendar were raised again including the end date of school, beginning school prior to Labor Day, and the impact on the April recess period if more than three snow days are required. A request was made to post the November 11 report on the Ridge High School driveway access on the website.

XI. Board Forum

Comments were made regarding the positive dialogue between Board members at this meeting.

Board President Susan McGowan noted this will be Bill Koch’s final Board meeting. She congratulated him and thanked him for his dedicated service and countless hours to the students, the school district, and to the Board of Education. Mr. Koch has been a member of the Board for 11 years serving as President for three years and as Chairperson and member of most of the Board committees. Ms. McGowan noted his history and presence on the Board will be missed.

Mr. Koch acknowledged the current and past Board members, the relationship between the school district and the township, his appreciation of the students, and the parents who loyally attend Board meetings. He made note of the many renovation projects he has been part of especially the high school turf field and the upcoming wellness center renovation, as well as other capital projects. He wished that more community members took advantage of the opportunity to attend Board meetings. He also encouraged the

Board of Education to try to spend its time focusing on big issues, such as random drug testing and avoid getting caught up in putting out little fires.

XII. Adjournment

On motion by Mr. Koch, seconded by Ms. Cwerner, and approved by all present, the meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Rod McLaughlin
Board Secretary