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**BERNARDS TOWNSHIP BOARD OF EDUCATION  
BASKING RIDGE, NEW JERSEY  
REGULAR MEETING AGENDA MINUTES  
NOVEMBER 16, 2009  
EXECUTIVE SESSION 6:00 P.M.  
REGULAR SESSION 7:07 P.M.  
WILLIAM ANNIN MIDDLE SCHOOL**

- I. **Salute to Flag** – page 110
- II. **Roll Call** – page 110
- III. **Executive Session – 6:00 p.m. – William Annin Conference Room** – page 110
- IV. **Regular Session – Call to Order – 7:07 p.m. – William Annin Middle School Auditorium** – page 110
- V. **Statement of Public Notice** – page 110
- VI. **Public Forum on Agenda Items** – page 111
- VII. **Superintendent’s Report**
  - 1) **New Jersey Quality Single Accountability Continuum (NJQSAC)** – page 112
  - 2) **Accept 2009-10 School Nursing Services Plan** – page 112
- VIII. **Board Presentation**
  - 1) **Testing Report** – Director of Curriculum Sean Siet – page 112
- IX. **Approval of Minutes** – page 113
- X. **Committee Reports**

**FINANCE**

- 1) Approve **List of Disbursements** Dated November 16, 2009 – page 113
- 2) Acknowledge Receipt of **October 2009 Financial Reports** – page 113
- 3) Approve **October 2009 Line Item Transfers** – page 114
- 4) Approve **Use of State Contract 2009-10 School Year** – page 114

- 5) Acknowledge Receipt of **FY2009 Comprehensive Annual Financial Report** – page 114
- 6) Accept Funds for **NCLB FY2010 Grant** – page 116
- 7) Approve Purchase of **Acoustical Shells** from Watchung Hills School District – page 116
- 8) Approve **Out-of-District Placements** 2009-10 School Year – page 116
- 9) Approve **Professional Development Expenses** 2009-10 School Year – page 117
- 10) Approve **Field Trip Destinations** 2009-10 School Years – page 117
- 11) Accept **Out-of-District Student** 2009-10 School Year – page 117
- 12) Accept **Donation Cedar Hill School PTO** – page 117

## PERSONNEL

- 1) Accept Resignation of **Suzanne Pardo** School Aide Mount Prospect School effective 2009-10 School Year – page 118
- 2) Accept Resignations Extracurricular Assignments 2009-10 School Year – page 118
- 3) Approve Child Care Leave **Melanie Doering** Physical Education Teacher William Annin Middle School 2009-10 School Year – page 118
- 4) Approve Child Care Leave **Rebecca Bollaro** Special Education Teacher William Annin Middle School 2009-10 School Year – page 118
- 5) Approve Change In Assignments 2009-10 School Year – page 118
- 6) Appoint **Jenifer Clark** Grade 1 Teacher Liberty Corner School 2009-10 School Year – page 119
- 7) Appoint **Diana Hackett** Grade 2 Teacher Mount Prospect 2009-10 School Year – page 119
- 8) Appoint **Rosa Mullen** School Aide Cedar Hill School 2009-10 School Year – page 119
- 9) Appoint **A Home Program** Staff 2009-10 School Year – page 119
- 10) Approve Salary Adjustment 2009-10 School Year – page 120
- 11) Appoint Math Competition Exam Proctors 2009-10 School Year – page 120
- 12) Appoint Instructional Aide 2009-10 School Year – page 120
- 13) Appoint **Extracurricular Assignment** 2009-10 School Year – page 120
- 14) Approve **Before/After School Care Program** Staff 2009-10 School Year – page 120
- 15) Appoint **Volunteers** 2009-10 School Year – page 121
- 16) Approve **Substitute Teachers** 2009-10 School Year – page 121
- 17) Approve **Student Interns** 2009-10 School Year – page 121
- 18) Approve Child Care Leave **Patricia Manies** Special Education Liberty Corner School Effective 2009-10 School Year – page 122

- 19) Approve **Student Intern** 2009-10 School Year – page 122
- 20) Approve **Piano Accompanists** for 2009-10 School Year – page 122
- 21) Approve **Change in Locations for Instructional Aides** 2009-10 School Year – page 122

**POLICY**

- 1) Approve Policies on Second Reading and Adopt – page 123
- 2) Approve Policies on First Reading – page 123

XI. **Board Forum** – page 124

XII. **Public Forum on Other Than Agenda Items** – page 124

XIII. **Adjournment** – page 124

**BERNARDS TOWNSHIP BOARD OF EDUCATION  
BASKING RIDGE, NEW JERSEY  
REGULAR MEETING MINUTES  
NOVEMBER 16, 2009  
EXECUTIVE SESSION 6:00 P.M.  
REGULAR SESSION 7:07 P.M.  
WILLIAM ANNIN MIDDLE SCHOOL**

The meeting was called to order at 7:07 p.m. by President Koch.

**I. Salute to Flag**

**II. Roll Call**

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

ABSENT: None

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

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

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

**V. 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. 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. Public Forum on Agenda Items**

Superintendent Valerie A. Goger asked the public if they had any questions or needed clarification on the District Performance Review (DPR) that are on the district website.

No comments were made.

## **VII. Superintendent's Report**

### **1. New Jersey Quality Single Accountability Continuum (NJQSAC)**

BE IT RESOLVED THAT the Bernards Township Board of Education does hereby adopt the following resolution:

**WHEREAS**, 18A:7a-10 establishes the New Jersey Quality Single Accountability Continuum (NJQSAC) for evaluating performance of each school district, and

**WHEREAS**, the evaluation of the district will be based upon five (5) key components of school district effectiveness: instruction and program; personnel; fiscal management; operations; and governance, and

**WHEREAS**, the Bernards Township School District has conducted a self- evaluation for the period 2006-2009 in the key components to assess the district’s capacity and effectiveness using quality performance indicators, and

**NOW THEREFORE BE IT RESOLVED**, that the New Jersey Quality Single Accountability Continuum (QSAC) - District Performance Review (DPR’s) and Statement of Assurance for the Bernards Township School, be approved for submission to the New Jersey Department of Education, Office of the Executive County Superintendent of Schools.

BE IT RESOLVED THAT

- 2) The Bernards Township Board of Education does hereby accept the **2009-10 School Nursing Services Plan**.

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

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

### VIII. Board Presentation

- 1) Director of Curriculum Sean Siet presented a testing report to the Board of Education and public focusing on standardized testing in grades three through eleven. Mr. Siet commented on the benchmarking of grades 3 & 4 increasing its rigor, the district’s placement within the county and state, changes made last year in grades 5 through 8 and comparison of results with other districts.

Highlights of the presentation included:

- Change in state testing
- Why revisions were needed
- Analysis of data
- Examination of test scores
- Recognition of areas of strength & need
- Evaluation of curriculum

- Priorities & moving ahead
- Guidelines for accessing students
- Adequate Yearly Progress (AYP)
- What we are doing to improve instruction
- District objectives for AYP

Questions from the Board included:

- Tracking of specific subgroups (AYP by law)
- Student self reporting
- Grades 5 through 8 benchmarking last year
- Establishment of end of course tests
- Weakness of middle school curriculum
- Inclusion of subgroups in scoring & AYP
- Concern of state tests dictating curriculum that will wrap around test data

#### **IX. Approval of Minutes**

October 26, 2009 – Executive Session Minutes

October 26, 2009 – Regular Session Minutes

November 9, 2009 – Executive Session Minutes

November 9, 2009 – Regular Session Minutes

On motion by Ms. McKeon, seconded by Ms. Carlsson the foregoing was approved, with an amendment to the November 9 regular session minutes, by the following roll call vote:

“Ayes” - Mr. Byrne (except October 26, 2009), Ms. Carlsson, Mr. Carlucci,  
Ms. Cwerner, Ms. McGowan, Ms. McKeon, Ms. Sherwyn, Mr. Wilke,  
Mr. Koch

“Noes” - None

“Abstain” - Mr. Byrne (only October 26, 2009)

#### **X. Committee Reports**

##### **FINANCE**

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve a list of disbursements dated November 16, 2009 consisting of warrants in the amount of \$7,359,174.83.

2) The Bernards Township Board of Education acknowledges receipt of the October 2009 Financial Reports from the Board Secretary, the monthly Investment Report for

October 2009, and the Treasurer of the School Monies Report for October 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 October 2009 line item transfers totaling \$32,502.71 to the 2009-10 school budget, list on file in the Board office.

4) The Bernards Township Board of Education does hereby approve the use of the following state contract for the 2009-10 school year:

<b><u>Company:</u></b>	<b><u>Service:</u></b>	<b><u>State Contract #:</u></b>
Tele Measurements Inc.	Video Teleconferencing	50954

5) The Bernards Township Board of Education does hereby acknowledge receipt of the **FY 2009 Comprehensive Annual Financial Report** and adopt the corrective action plan as follows:

**Finding #1**

The District is required to transfer employee withholdings for unemployment compensation from the payroll agency account, where the funds are recorded, to the Unemployment Compensation Fund. During the 2008-09 school year, the District did not make such transfers timely.

**Recommendation #1**

The District should transfer all employee deduction withholdings relating to unemployment withholdings to the Unemployment Compensation Fund in a timely fashion.

Corrective Action Plan:	Person Responsible:	Completion Date:
All employee deduction withholdings relating to unemployment withholdings will be transferred to the Unemployment Compensation Fund at least quarterly.	Nick Markarian/ Business Administrator/ Board Secretary	November 17, 2009



**Finding #2**

The funds maintained in the District’s payroll agency account as of June 30, 2009 should be adequate to cover the payroll related liabilities that were incurred during the period under audit or on a cumulative basis, but are not required to be remitted until after year-end. The District’s balance in the payroll agency account was not sufficient to cover such liabilities as of June 30, 2009 by approximately \$50,000.

Recommendation #2

The District should ensure the adequate funds are transferred to the payroll agency account to cover payroll related liabilities during the processing of each payroll.

Corrective Action Plan:	Person Responsible:	Completion Date:
The District will ensure the adequate funds are transferred to the payroll agency account to cover payroll related liabilities during the processing of each payroll.	Nick Markarian/ Business Administrator/ Board Secretary	November 17, 2009

**Finding #3**

The District did not certify the approval of all individuals and their respective salaries to be charged to federally funded programs in the official minutes of the District. The positions were approved in the grant agreement and payroll records were properly maintained.

Recommendation #3

The District should approve all individuals and their respective salaries to be charged to federally funded programs in the official minutes of the District.

Corrective Action Plan:	Person Responsible:	Completion Date:
The District will approve all individuals and their respective salaries to be charged to federally funded programs in the official minutes of the District.	Nick Markarian/ Business Administrator/ Board Secretary	November 17, 2009

**Finding #4**

The District did not approve the use of all State contracted vendors in the official minutes of the District.

Recommendation #4

Prior to contracting with a state approved vendor, the District should obtain the necessary Board approval and record such approval in the official minutes of the District.

<p>Corrective Action Plan: Prior to contracting with a state approved vendor, the District will obtain the necessary Board approval and record such approval in the official minutes of the District.</p>	<p>Person Responsible: Nick Markarian/ Business Administrator/ Board Secretary</p>	<p>Completion Date: November 17, 2009</p>
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**Finding #5**

Several schools in the District did not maintain a cash receipts journal or issued pre-numbered receipts in support of the cash received.

Recommendation #5

Pre-numbered receipts should be issued for all cash or checks received by the school for school activities and copies should be maintained by the schools.

<p>Corrective Action Plan: Pre-numbered receipts will be issued for all cash or checks received by the school for school activities and copies will be maintained by the schools.</p>	<p>Person Responsible: Nick Markarian/ Business Administrator/ Board Secretary</p>	<p>Completion Date: November 17, 2009</p>
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**Finding #6**

Sound internal control includes planning for a potential event or circumstance that could have a catastrophic impact on the District, such as a Disaster Recovery Plan. The District does not currently have a formal Disaster Recovery Plan in place to aid the event of an extended disruption of business.

Recommendation #6

The District should implement a formal Disaster Recovery Plan in order to enhance their internal controls and to aid in the event of business disruption.

<p>Corrective Action Plan: The District will implement a formal Disaster Recovery Plan in order to enhance their internal controls and to aid in the event of business disruption.</p>	<p>Person Responsible: Nick Markarian/ Business Administrator/ Board Secretary</p>	<p>Completion Date: January 1, 2010</p>
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6) The Bernards Township Board of Education does hereby accept funds for **NCLB FY2010 Grant** in the amount of:

Title II - Part A	\$72,307
Title IV	\$7,924

7) The Bernards Township Board of Education does hereby approve the purchase of **Acoustical Shells** from Watchung Hills School District in the amount of \$3,750.

8) The Bernards Township Board of Education does hereby approve the following out-of-district placements for the 2009-10 school year:

<u>Student #:</u>	<u>Name of School:</u>	<u>Annual Tuition:</u>
109545	Shepard High School	\$34,851.60
300451	Developmental Learning Center – Warren	\$76,220.00

9) 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>
J. Buist*	Pentamation Conference	\$1,200	11/01/09 – 11/03/09
T. Liss	Formative Assessment	\$375	11/24/09, 01/07/09, 02/09/2009
M. Fackelman	Arts Education Series	\$575	11/23/09, 1/21/10, 3/1/10, 4/26/10

\*2008-09 Teacher of the Year

10) The Bernards Township Board of Education does hereby approve the following list of field trip destinations for the 2009-10 school year:

IZOD Center, East Rutherford, NJ  
 Insectropolis, Toms River, NJ  
 Museum of Modern Art, NY

11) The Bernards Township Board of Education does hereby accept the following out-of-district student for the 2009-10 school year:

<u>Student #:</u>	<u>Sending District:</u>	<u>Annual Tuition:</u>
303247	Harding Township Public School District	\$37,313

12) The Bernards Township Board of Education does hereby accept a donation from the **Cedar Hill School PTO** in the amount of \$2,460.80 twelve 60” Daisy tables for the Kindergarten classrooms.

Chairperson Lou Carlucci reviewed the finance items under consideration and updated the Board on the energy saving process. A review of the companies interviewed and a recommendation will be sent to the Board prior to the December 14 meeting. The recommended company will make a brief presentation on that evening.

On motion by Mr. Carlucci, seconded by Ms. McGowan, Items 1-12 were approved by the following roll call vote:

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

## PERSONNEL

### BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby accept the resignation of **Suzanne Pardo** School Aide Mount Prospect School effective December 23, 2009.

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

Rebecca Bollaro	6 <sup>th</sup> Team Leader (effective 12/31/09)
Dina LaRubbio	Grade Level Leader Grade 1 LC (effective 12/31/09)
Kimberly Clark	Freshmen Girls' Basketball

3) The Bernards Township Board of Education does hereby approve a paid child care leave for **Melanie Doering** Physical Education Teacher William Annin Middle School effective January 25, 2010 through March 26, 2010 utilizing 40 personal illness days then New Jersey Federal Family Leave effective March 27, 2010 through May 15, 2010 running concurrently with Federal Family Leave effective March 27, 2010 through June 12, 2010 then an unpaid child care leave effective June 13, 2010 through June 30, 2010 returning September 1, 2010.

4) The Bernards Township Board of Education does hereby approve a paid child care leave for **Rebecca Bollaro** Special Education Teacher William Annin Middle School effective January 4, 2010 through March 4, 2010 utilizing 39 personal illness days then New Jersey Federal Family Leave effective March 5, 2010 through April 23, 2010 running concurrently with Federal Family Leave effective March 5, 2010 through June 4, 2010 then an unpaid child care leave effective June 5, 2010 through June 30, 2010 returning September 1, 2010.

5) The Bernards Township Board of Education does hereby approve the following **change in assignments** for the 2009-10 School year:

<b><u>Name:</u></b>	<b><u>From:</u></b>	<b><u>To:</u></b>
<b>Dina LaRubbio</b>	Grade Level Leader Grade 1 Liberty Corner School \$2,067	Grade Level Leader Grade 1 Liberty Corner School \$826.80
<b>Rebecca Bollaro</b>	Team Leader 6 <sup>th</sup> Grade William Annin Middle School \$4,134	Team Leader 6 <sup>th</sup> Grade William Annin Middle School \$1,653.60
<b>Debbie Bove</b>	Special Services Secretary Board Office and William Annin Middle School	Special Services Secretary Ridge High School and William Annin Middle School effective October 26, 2009
<b>Janet Nardone</b>	Special Services Secretary Ridge High School	Special Services Secretary .5 Special Services & .5 Nurse's Office Mount Prospect School effective November 30,2009 through January 31, 2010 then 1.0 Special Services Secretary Mount Prospect School February 1, 2010
<b>Luise Graham Wilson</b>	Special Services Clerk .5 Nurses Office & .5 Special Services Mount Prospect School	Special Services Clerk Ridge High School effective November 30, 2009
<b>Lauren McManus</b>	Instructional Aide Cedar Hill School 2009-10 School Year	Special Education Teacher Cedar Hill School effective 11/17/09-2/19/10 as a maternity leave replacement for Colleen Nejmah

6) The Bernards Township Board of Education does hereby appoint **Jenifer Clark** Grade 1 Teacher Liberty Corner School at a salary of Step 5 MA \$53,900 effective January 4, 2010 through June 30, 2010 as a maternity leave replacement for Dina LaRubbio. Salary prorated to \$32,340 to reflect start date.

7) The Bernards Township Board of Education does hereby appoint **Diana Hackett** Grade 2 Teacher Mount Prospect School at a salary of Step 1 BA \$44,232 effective November 23, 2009 through June 30, 2010 as a maternity leave replacement for Allison Porro. Salary prorated to \$32,287 to reflect start date.

8) The Bernards Township Board of Education does hereby appoint **Rosa Mullen** School Aide Cedar Hill School at a salary of \$21.14 per hour 3 hours per day 134 days effective November 3, 2009 through June 24, 2010.

9) The Bernards Township Board of Education does hereby appoint the following individual in the assignment listed for an at home program for the 2009-10 school year:

<u>Name:</u>	<u>Assignment:</u>	<u>Hourly Rate:</u>
Michelle Ebert	Instructional Aide	\$30 per hour 5 hours per week 11/10/09-6/24/10

10) The Bernards Township Board of Education does hereby approve the following proficiency adjustment to the 2009-10 base salaries of the individual listed below effective September 1, 2009:

Debby Bove \$500

11) The Bernards Township Board of Education does hereby appoint the following individuals as **Math Competition Exam Proctors** at a salary of \$30 per test 2009-10 school year:

Mary Beth Gakos	Pat Gambino
Chad Griffiths	Kristin Peters
Betsy Slack	Pat Slattery
Mary Henry	

12) The Bernards Township Board of Education does hereby appoint the following Instructional Aides for the 2009-10 school year in the assignments listed:

<u>Name:</u>	<u>School:</u>	<u>Assignment:</u>	<u>Salary/Days:</u>
Falynn Wzorek	CHS	Mini Unit	\$23.10 per hour/1 hour 15 minutes per day 10/12/09-12/8/09
Fern DiMeglio	CHS	Mini Unit	\$26.00 per hour/1 hour 15 minutes per day 11/2/09-11/30/09

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

<u>Staff Member:</u>	<u>Assignment:</u>	<u>School:</u>	<u>Stipend:</u>	<u>Longevity:</u>
Trisha Bubnowski	Grade Level Leader Grade 1	LCS	\$1,240.20	
Josh Ganz	Math League	MPS	\$2,812	0 years/0 points/\$0
Frank Ur	Assistant Girls' Basketball	RHS	\$6,833	
Frank LoCascio	Freshmen Girls' Basketball	RHS	\$6,833	0 years/0 points/\$0

14) The Bernards Township Board of Education does hereby approve the following staff members to staff the **Before/After School Care Programs** at Cedar Hill, Oak Street, Mount Prospect, Liberty Corner and William Annin Schools at a salary of \$24 per hour:

William Rope  
Brian McCarthy

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

Kimberly Clark	Girls Basketball
Laurie Wessely	Fall Drama
Jordan Bernstein	Fall Drama

16) The Bernards Township 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:

Amanda Hughes  
James Brady  
Lori Gatfield-Loredo  
Heather Klinger  
Lisa DelGaudio  
Gillian Velmer\*+  
Susan Wells\*+  
Joan Casmasima  
Jenifer Clark  
Christine Balak  
Jean Mak  
Joan Plucinski\*+  
Kim Giammarino\*+  
Jennifer D'Armiento+

\*Subject to County Approval & +Subject to Fingerprint Clearance

17) The Bernards Township Board of Education does hereby approve the following **student interns** for the 2009-10 school year:

<b><u>Name:</u></b>	<b><u>College/University:</u></b>	<b><u>Cooperating Teacher:</u></b>
Carley Aroldi	State of NJ	Barbara Bush/Psychology 2009-10 school year
Marla Mygatt	Kean University	Elementary Nurse/Gerri Moran MPS 3/1/10-5/23/10

Marla Mygatt	Kean University	Physical Education/Health/Cheryl Stappenbeck WAMS 3/1/10-05/23/10
Eleanor Klinger	Felician College	Health/Lori Thompson RHS 11/01/09-12/23/09
Lauren Baldoni	Seton Hall University	Guidance/Ruthann Dein, Rebecca Muraview, Jillian Shadis 2009-10 & 2010-11 school years
Diane Salvatori	Caldwell College	Elementary/Noreen Quinn-Foy LCS 11/10/09- 12/23/09
Michael Falconeri	RVCC	Industrial Arts/Nick Beykirch WAMS 11/10/09- 12/23/09
Christopher Sicoli	RVCC	Latin/Josh Gebhardt RHS 11/10/09-12/23/09
Alexander Dupuis	Fairleigh Dickinson University	Social Studies/Jennifer Stoeckel RHS 1/4/10- 1/15/10

18) The Bernards Township Board of Education does hereby approve a paid child care leave for **Patricia Manies** Special Education Liberty Corner School effective February 5, 2010 through March 26, 2010 utilizing 31 personal illness days then New Jersey Federal Family Leave effective March 27, 2010 though May 15, 2010 running concurrently with Federal Family Leave effective March 27, 2010 through June 12, 2010 then an unpaid child care leave effective June 13, 2010 through June 30, 2010 returning September 1, 2010.

19) The Bernards Township Board of Education does hereby approve the following **student intern** for the 2009-10 school year:

<b><u>Name:</u></b>	<b><u>College/University:</u></b>	<b><u>Cooperating Teacher:</u></b>
Megan Papera	Fairleigh Dickinson	Chemistry/D. Smith & M. Seigel Ridge High 1/4/10-1/15/10

20) The Bernards Township Board of Education does hereby approve the following **Piano Accompanists** for the 2009-10 school year:

Sandi Zimmerman	RHS	\$11,244
Heidi Lowy Pease	WA	\$ 995
Heidi Lowy Pease	Elementary	\$ 720



21) The Bernards Township Board of Education does hereby approve the following change in locations for Instructional Aides the 2009-10 School year effective November 16, 2009:

<b><u>Name:</u></b>	<b><u>From:</u></b>	<b><u>To:</u></b>
Michael Schmidt	William Annin	Ridge High
Amanda Pikarsky	Ridge High	Mount Prospect

On motion by Ms. Carlsson, seconded by Ms. Cwerner, Items #1-21 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci, Ms. Cwerner, Ms. McGowan, Ms. McKeon, Ms. Sherwyn, 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 second reading & adopt said policies:

- a) Policy File Code: M2415.03 Highly Qualified Teaches
- b) Policy File Code: 5310 Health Examinations (Pupils)
- c) Policy File Code: M5330 Administration of Medication
- d) Policy File Code: M5600 Pupil Discipline/Code of Conduct
- e) Policy File Code: M5612 Assault by Pupils on Board Members or Employees
- f) Policy File Code: M8130 School Organizations
- g) Policy File Code: M8420 Emergency Evacuation
- h) Policy File Code: M8506 School Lunch Program Biosecurity Plan
- i) Policy File Code: M8630 Bus Driver Responsibility

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

- a) Policy File Code: 3138 Private Tutoring/Personal Services
- b) Policy File Code: 5331 Anaphylaxis to Food and Other Substances
- c) Policy File Code: M5332 Do Not Resuscitate Orders
- d) Policy File Code: M5752 Marital Status and Pregnancy
- e) Policy File Code: M5860 Safety Patrol
- f) Policy File Code: M6480 Purchase of Food Supplies

- |                            |  |
|----------------------------|--|
| g) Policy File Code: M6510 | Payroll Authorization  |
| h) Policy File Code: M6660 | Student Activity Fund  |
| i) Policy File Code: M7650 | School Vehicle Assignment, Use, Tracking,<br>Maintenance, and Accounting |

Chairperson Bev Cwerner spoke on the committee's recommendation to charge for a second route for dual household busing. In addition, Ms. Cwerner stated that, while none of the committee members were comfortable with Policy File Code: M5332 Do Not Resuscitate Orders, it was required to be on record.

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

- “Ayes” - Mr. Byrne, Ms. Carlsson, Mr. Carlucci (except Item #2c), Ms. Cwerner, Ms. McGowan, Ms. McKeon, Ms. Sherwyn, Mr. Wilke, Mr. Koch  
“Noes” - None  
“Abstain” - Mr. Carlucci (only Item #2c)

#### **XI. Board Forum**

Ms. Carlsson spoke on the invitation to attend a January Board meeting sent to legislators and asked the Board its opinion on drafting a letter to Governor Elect Christie informing him of the concerns the district has on topics such as QSAC, and bills pending that would impact the district. The Board agreed that it is a worthwhile suggestion.

#### **XII. Public Forum on Other Than Agenda Items**

Comments were made on the role of a guidance department.

#### **XIII. Adjournment**

On motion by Ms. Cwerner, seconded by Mr. Wilke, and approved by all present, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Nick Markarian  
Board Secretary