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****** UNOFFICIAL ******

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
REGULAR MEETING MINUTES INDEX
NOVEMBER 22, 2010
EXECUTIVE SESSION 6:00 P.M.
REGULAR SESSION 7:04 P.M.
WILLIAM ANNIN MIDDLE SCHOOL AUDITORIUM**

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- b) Provide a part time kindergarten program beginning with the 2011-12 school year.

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**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
REGULAR MEETING AGENDA
NOVEMBER 22, 2010
EXECUTIVE SESSION 6:00 P.M.
REGULAR SESSION 7:04 P.M.
WILLIAM ANNIN MIDDLE SCHOOL AUDITORIUM**

I. Salute to Flag

II. Roll Call

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

ABSENT: Mr. Koch

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

BE IT RESOLVED that the Bernards Township Board of Education met in closed session to discuss: litigation; negotiations; 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. Cwerner, seconded by Ms. McKeon, and approve by all present, the Board recessed into closed executive session at 6:00 p.m.

On motion by Mr. Wilke, seconded by Ms. Sherwyn, and approved by all present, the Board returned to public session at 7:00 p.m.

The Board reconvened the regular meeting in the William Annin Middle School Auditorium at 7:04 p.m.

IV. Regular Session – Call to Order – 7:04 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. Student Representative

Student Representative Kathleen Kirk spoke on community service projects currently underway at the high school. Activities include the Teddy Bear drive, the volleyball tournament scheduled prior to the winter recess, the sophomore canned food drive, Jeans for Teens, Pennies for Patients scheduled for February/March and the recent poinsettia

sale to benefit Project Graduation.

VII. Program Review in Preparation for 2011-12 Budget

Board President Susan Carlsson stated the Board will be acting on two programs tonight, the Kindergarten and the eight-period day at the high school. The Board will continue to move forward in its budget process by looking at other areas where reductions will be made to the 2011-12 budget.

Superintendent Valerie A. Goger stated the questions and responses from the previous Board meeting are on the website for public review.

She responded to recent e-mail questions and began by noting two important upcoming dates. Kindergarten registration has been moved forward to Thursday, January 6. It will be held at all four elementary schools on that date. A survey soliciting parental opinion regarding a wrap around program will be available on that date. The YMCA is holding a parent information night on Thursday, January 27, at 7:00 p.m. regarding its wrap around program. The cost of the YMCA program will be determined once the actual enrollment is known. Each classroom will have a certified teacher and teacher assistant. The district will continue to hold a kindergarten screening process and services will be available for students who require them. Classified pre-school students will be re-evaluated in the spring for kindergarten placement.

Dr. Goger reviewed the phase out process for Japanese which began two years ago.

VIII. Committee Recommendations

Curriculum

- a) Implement the Ridge High School Program of Studies within an eight period schedule beginning with the 2011-12 school year.
- b) Provide a part time kindergarten program beginning with the 2011-12 school year.

Curriculum Chairperson Bev Cwerner reviewed the committee's November 12 meeting. Ms. Cwerner commented on the full day vs. part time kindergarten program and the integration of science and social studies into language arts. She also reviewed the eight period day with Option II giving students the opportunity to take classes outside of school that will no longer fit into their schedule. This change will mean a \$480,000 savings per year by the third year.

Finance

- a) Reduce the 2011-12 budget projection by \$338,560 as a result of modifying the high school schedule to eight periods and reducing the kindergarten program to a part time schedule.

Finance Chairperson Susan McGowan reviewed the committee's November 17 meeting. At that time, the committee reviewed the line item budget, the new look of the kindergarten day, the loss of state aid and the 2% cap. The changes discussed will realize a reduction of \$338,560 in the 2011-12 budget.

Policy

- a) Revise Policy File Code 5460 High School Graduation to include the use of Option II in meeting graduation requirements.

Policy Chairperson Audrey Sherwyn stated the Policy Committee's responsibility was to review Policy File Code: M5460 High School Graduation and revise it to include Option II and to be certain it coordinates with the eight-period day at the high school.

IX. Public Comment on Agenda Items

Comments included the eight- vs. nine-period day, solutions to impact the limitation of electives, the PE exemption, impact of part time kindergarten on students with IEPs, space concern regarding housing the wrap around programs, requests to postpone the decision giving parents additional time to voice opinions and concerns, 'pay to play' as an option to the eight-period day, ability to review a line item budget, a review of the number of clerical staff in the superintendent's office, possibility of changing the cutoff date for kindergarten and instituting an option to test out, looking to the BTEF for fundraising and review of the Summit education foundation, cutting payroll across the board by 3.5%, looking for new ideas to raise revenue such as limiting lunch menus, custodial services, heating reduction, reduction in PE and sports programs, administrative salary reductions, and contacting the state again regarding the reduction in state aid.

Superintendent Goger responded to the above comments stating pull out for related services in kindergarten will be the same as it is with a full day program, need for kindergarten rooms will be cut in half allowing ample space for a wrap around program, there is pending legislation that would outlaw pay to play in the state, an itemized budget will be available early next year with software from the state anticipated to be released in

February/March, the 2010-11 budget is currently on line, testing out is not permitted by Board policy, the district will continue to follow the state's kindergarten cutoff date, the district does not subsidize the school lunch program, two energy initiatives are currently being conducted, contractual obligations make it impossible for elementary teachers to teach PE, secretarial assistance is necessary to the running of the district offices, school districts must negotiate all salary changes, the YMCA is seeking parental input and there will be continuity for students who participate in its program.

Board President Susan Carlsson assured the public no district employee utilizes a district-owned vehicle, as a member of the BTEF she stated that they are continually seeking individuals to volunteer in its program, and the Board is continuing to look at the athletic department expenditures.

X. Board Forum on Budget Items

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby approve implementation of Ridge High School Program of Studies within an eight period schedule 2011-12 school year.
- 2) The Bernards Township Board of Education does hereby approve offering a part time kindergarten program 2011-12 school year.

Comments from the Board included how discouraging it is for the district to find itself in this position and will be facing similar issues for several years to come, the Board has discussed these two cuts for several years and has always tried to find a way to avoid them, concern with the impact on the science program, the Board is financially faced with making these two program changes and will then continue to look across district spending to meet the remaining shortfall, and consideration to postpone vote until the public feels more comfortable with the decision.

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

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

XI. Superintendent's Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve participation of Ridge High School students in the John Hopkins Model United Nations Conference from February 10 - 13, 2011 in Baltimore, MD.

On motion by Ms. Cwerner, seconded by Ms. McKeon, Item #1 was approved by all present.

XII. Approval of Minutes

October 25, 2010 – Executive Minutes

October 25, 2010 – Regular Session Minutes

November 8, 2010 – Executive Minutes

November 8, 2010 – Regular Session Minutes

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

“Ayes” - Mr. Byrne, Ms. Cwerner, Ms. Kusel, Ms. McGowan, Ms. McKeon,
Ms. Sherwyn, Mr. Wilke, Ms. Carlsson

“Noes” - None

“Abstain” - None

XIII. Committee Reports

FINANCE

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve a list of disbursements dated November 22, 2010 consisting of warrants in the amount of \$10,836,196.96.

2) The Bernards Township Board of Education acknowledges receipt of the October 2010 Financial Reports from the Board Secretary, the monthly Investment Report for October 2010, and the Treasurer of the School Monies Report for October 2010.

All department supervisors must sign off and approve hourly employee timesheets prior to forwarding the timesheets to the Payroll Department for payment. Nick Markarian Business Administrator/ Board Secretary November 22, 2010

Finding #2

There were two instances in which vendors received payments, that in the aggregate, exceeded the bid threshold and were not bid. However, quotes were obtained related to both vendors that exceeded the bid threshold. In addition, two instances were identified where a vendor was paid an amount that exceeded the quote threshold. Quotes were obtained orally, but no written documentation was retained in the District’s records to verify.

Recommendation #2

The District should implement procedures to ensure all quotes are written and the documentation is retained and that all purchases that could exceed the bid threshold in a given year be bid in accordance with the Local Public School Contracts Law.

Corrective Action Plan:	Person Responsible:	Completion Date:
The District will implement procedures to ensure all quotes are written and the documentation is retained and that all purchases that could exceed the bid threshold in a given year be bid in accordance with the Local Public School Contracts Law.	Nick Markarian Business Administrator/ Board Secretary	November 22, 2010

Finding #3

Of the 299 students tested for transportation, 3 students attending non-public schools and 7 attending public schools that were reported on the DRTRS no longer attended the school they were reported within.

Recommendation #3

The District should strengthen procedures to ensure all students reported on the DRTRS are able to be traced to the B6T transportation forms (nonpublic school students) or to school class registers (public school students).

Corrective Action Plan:	Person Responsible:	Completion Date:
The District will strengthen procedures to ensure all students reported on the DRTRS are able to be traced to the B6T transportation forms (nonpublic school students) or to school class registers (public school students).	Nick Markarian Business Administrator/ Board Secretary	November 22, 2010

Finding #4

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. During the 2009-10 fiscal year, the District started the process to develop a formal Disaster Recovery Plan to avoid a possible event of an extended disruption of business. The District included procedures within its Standard Operations Procedures manual.

Recommendation #4

The District should continue to implement its formal Disaster Recovery Plan in order to enhance its internal control and to prevent the possible event of business disruption.

Corrective Action Plan:	Person Responsible:	Completion Date:
The District will continue to implement its formal Disaster Recovery Plan in order to enhance its internal control and to prevent the possible event of business disruption.	Nick Markarian Business Administrator/ Board Secretary	November 22, 2010

Finding #5

The District does not maintain a formal terminated employee checklist, which includes removal of an employee's system access rights. As a result, an incidence was identified where an employee was terminated in January of 2010; however, this employee's access to the District's system had not been removed as of August 5, 2010.

Recommendation #5

The District should develop a standardized employee termination checklist to ensure that all employees no longer employed by the District have their access rights removed upon termination and that those rights be terminated within a reasonable timeframe from the date they are no longer employed in the District.

Corrective Action Plan:	Person Responsible:	Completion Date:
The District will develop a standardized employee termination checklist to ensure that all employees no longer employed by the District have their access rights removed upon termination and that those rights be terminated within a reasonable timeframe from the date they are no longer employed in the District.	Nick Markarian Business Administrator/ Board Secretary	November 22, 2010

8) The Bernards Township Board of Education does hereby approve the following **field trip destination** for the 2010-11 school year:

<u>Destination:</u>	<u>Group Attending:</u>	<u># of Students:</u>
Madam Tussard's Wax Museum New York, NY	French Classes – Grade 7 WAMS	65

On motion by Ms. McGowan, seconded by Ms. McKeon, Items #1 through 8 were approved by the following roll call vote:

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

PERSONNEL

BE IT RESOLVED THAT

- 1) The Bernards Township Board of Education does hereby accept the resignation of **Jody Menna** Special Education Teacher Liberty Corner School effective January 1, 2011.
- 2) The Bernards Township Board of Education does hereby accept the resignation of **Monica Pozzetti** Permanent Substitute William Annin Middle School effective November 15, 2010.
- 3) The Bernards Township Board of Education does hereby approve a paid child care leave for **Katherine Beykirch** Science Teacher William Annin Middle School effective and including March 3, 2011 through May 5, 2011 utilizing 40 personal illness days then an unpaid New Jersey Family Leave effective May 6, 2011 through June 24, 2011 running concurrently with Federal Family Leave effective May 6, 2011 through September 30, 2011 then an unpaid child care leave effective October 1, 2011 through January 31, 2012 returning February 1, 2012.
- 4) The Bernards Township Board of Education does hereby rescind the following **extracurricular assignments** for the 2010-11 school year:

Andrew Henthorn	Fall Intramurals 2 Days
Laurie Johnson	Assistant Debate Forensics CFL

5) The Bernards Township Board of Education does hereby approve the following **change in assignments and/or locations** effective 2010-11 school year:

<u>Name:</u>	<u>From:</u>	<u>To:</u>
Tara Cantagallo	Fall Fitness Center 3 days/week \$1,767	Fall Fitness Center 5 days/week \$2,945
Anna Hill	Child care leave effective November 3, 2010 through December 15, 2010 utilizing 35 personal illness days and 2 personal days then unpaid New Jersey Family Leave effective January 25, 2011 through March 15, 2011 running concurrently with Federal Family Leave effective January 25, 2011 through May 7, 2011 then an unpaid child care leave effective May 8, 2011 through June 30, 2012 returning September 1, 2012	Child care leave effective October 27, 2010 through December 15, 2010 utilizing 31 personal illness days and 2 personal days then unpaid New Jersey Family Leave effective December 17, 2010 through February 6, 2011 running concurrently with Federal Family Leave effective December 17, 2010 through April 1, 2011 then an unpaid child care leave effective April 2, 2011 through June 30, 2012 returning September 1, 2012
Dana VanDyke	Instructional Aide 7.5 hours William Annin Middle School	Instructional Aide 7.5 hours Cedar Hill School
Kim Borin	Guidance Counselor Oak Street & Mount Prospect Schools at a salary of \$221 per diem effective August 25, 2010 through November 30, 2010 as a maternity leave replacement	Guidance Counselor Oak Street & Mount Prospect Schools at a salary of \$221 per diem effective August 25, 2010 through December 9, 2010 as a maternity leave replacement
Lauren Savas	Assistant Principal-10 Month Cedar Hill School at a salary of \$75,000 effective November 1, 2010 through June 30, 2011 salary will be prorated to reflect start date	Assistant Principal-10 Month Cedar Hill School at a salary of \$75,000 effective November 15, 2010 through June 30, 2011 salary will be prorated to reflect start date

6) The Bernards Township Board of Education does hereby appoint **Kim Borin** Guidance Counselor Ridge High School at a salary of Step 4 MA (2010-11 Step) \$55,512

(2009-10 Salary) effective January 3, 2011 through June 30, 2011 as a maternity leave replacement for Jackie Treanor. Salary to be prorated to reflect start date.

7) The Bernards Township Board of Education does hereby appoint **Bethany Czeto** Grade 4 Teacher Mount Prospect School at a salary of Step 3 BA (2010-11 Step) \$45,973 (2009-10 salary) effective November 29, 2010 through June 30, 2011 as a maternity leave replacement for Laurie Grune. Salary to be prorated to reflect start date.

8) The Bernards Township Board of Education does hereby appoint **Yamila del Rio** .8 Spanish Teacher William Annin Middle School at a salary of Step 7 BA (2010-11 Step) \$49,666 (2009-10 Salary) effective November 1, 2010 through June 30, 2011 as a maternity leave replacement for Anna Hill. Salary to be prorated to reflect start date and .8 status.

9) The Bernards Township Board of Education does hereby appoint **Agnes Demornex** .6 French Teacher William Annin Middle School and Ridge High School at a salary of Step 1 BA (2010-11 Step) \$44,232 (2009-10 Salary) effective November 8, 2010 through June 30, 2011 as a maternity leave replacement for Anna Hill. Salary to be prorated to reflect start date and .6 status.

10) The Bernards Township Board of Education does hereby appoint **Colleen Kane** Social Studies Teacher Ridge High School at a salary of Step 1 (2010-11 Step) \$44,232 (2009-10 Salary) effective November 22, 2010 through June 30, 2011 as a maternity leave replacement for Jen Stoeckel. Salary to be prorated to reflect start date.

11) The Bernards Township Board of Education does hereby appoint **Christine McLaughlin** Language Arts Teacher William Annin Middle School at a salary of \$221 per diem effective December 9, 2010 through January 7, 2011 as a medical leave replacement.

12) The Bernards Township Board of Education does hereby appoint **Karen Rue** Secretary Cedar Hill School at a salary of Step 9 (2010-11 Step) \$46,887 (2009-10 Salary) effective November 17, 2010 through June 30, 2011. Salary to be prorated to reflect start date.

13) The Bernards Township Board of Education does hereby appoint the following **athletic and extracurricular assignments** for the 2010-11 school year; longevity will be approved upon BTEA contract settlement:

<u>School:</u>	<u>Staff Member:</u>	<u>Assignment:</u>	<u>Stipend:</u>
LC	Gail Truppi Homza	Fall Intramurals 2 days only	\$ 147
District	Steven Isaacs	Webmaster-Special Education	\$3,931

RH	Ann Suter	Activities Supervisor (1/17/11-06/22/11)	\$27 per hour
RH	Sarah Villar	Assistant Debate Forensics CFL	\$1,626
RH	Chris Heibell	Assistant Indoor Track	\$5,756
RH	Keith Kesten	Assistant Indoor Track	\$5,756

14) The Bernards Township Board of Education does hereby appoint the following staff for the **At Home Programs** for the 2010-11 School Year:

<u>Name:</u>	<u>Assignment:</u>	<u>Salary:</u>
Adele Markey	Instructional Aide	\$25.24 per hour
Andrea Mongno	Teacher	\$60.00 per hour
Anna Chianese	Instructional Aide	\$23.10 per hour
Barbara Roberts	Instructional Aide	\$24.50 per hour
Chet Lawson	Instructional Aide	\$26.00 per hour
Dawn Decker	Teacher	\$60.00 per hour
Debbie Roberts	Instructional Aide	\$26.00 per hour
Jen Rozenblat	Teacher	\$60.00 per hour
Jill Planer	Instructional Aide	\$23.10 per hour
Joy Armitage	Teacher	\$60.00 per hour
Justine Rolandelli	Instructional Aide	\$23.79 per hour
Kristen Meyers	Instructional Aide	\$25.24 per hour
Kruti Kapadia	Instructional Aide	\$23.79 per hour
Lashanda Wilson	Instructional Aide	\$24.50 per hour
Lauren Taylor	Instructional Aide	\$23.79 per hour
Lore Diaz	Instructional Aide	\$24.50 per hour
Mark Mautone	Teacher	\$60.00 per hour
Michele Lenzi	Teacher	\$60.00 per hour
Michelle Ebert	Instructional Aide	\$25.24 per hour
Nicole Paterno	Instructional Aide	\$23.10 per hour
Patricia Blath	Instructional Aide	\$23.79 per hour
Rob Thomas	Instructional Aide	\$23.10 per hour
Serena Packowski	Instructional Aide	\$24.50 per hour
Teresa Delia	Instructional Aide	\$23.79 per hour
Tyler Shaw	Instructional Aide	\$23.10 per hour
Vanessa Ryan	Instructional Aide	\$23.79 per hour
Marilyn Askin	Instructional Aide	\$26.00 per hour
Kristen Wallace	Instructional Aide	\$25.24 per hour
Joanne Tasy	Instructional Aide	\$24.50 per hour

15) The Bernards Township Board of Education does hereby approve the following individuals as student aides for the **After School Care Program** at a rate of \$12 per hour for the 2010-11 school year:

Jack Doolan
 Veronica Ingal
 Jon Tam
 Misaki Ishii

16) The Bernards Township Board of Education does hereby approve the following **Staff College instructors** for the 2010-11 school year:

<u>Name:</u>	<u>Course:</u>	<u># of Hours:</u>	<u>Amount:</u>
Cathy Cheo-Isaacs	Online Resources for Educators	3	\$ 150
Cathy Cheo-Isaacs	Book Club – Moodle Style	6	\$ 300
Jennifer Kaltenbach	Project Learning Tree	18	\$ 900
Pat Miller	AHA	24	\$1,200
Amy Lynn	AHA	24	\$1,200
Kimberly Clark	CPR & First Aid	6	\$ 300
Barbara Erickson	CPR & First Aid	6	\$ 300
Ken Marsh	CPR for Coaches	6	\$ 300
Tom Blackwell	CPR for Coaches	6	\$ 300
Sloane Cattleman	The Café Approach	6	\$ 300
Michael Levy	Robotics in the Classroom	6	\$ 300
Dave Petersen	Advanced Tablet PC – Part 2	2	\$ 100
Dave Petersen	Google in the Classroom	12	\$ 600
Jillian Shadis	Submitting College Recommendations Online	6	\$ 300
Dave Petersen	Tablet PC Refresher Course	6	\$ 300
Diana Koeckert	Making a Connection Through Math Activities	3	\$ 150
Denise Callaway	Bringing Words to Life	3	\$ 225
Susan Lieb	Bringing Words to Life	3	\$ 225
Kristen Ochs	Foundations of Handwriting Preschool – Grade 2	3	\$ 450
Fiorella Bologno	Incorporating Culture in Foreign Language Instruction	6	\$ 300
Deb Goetjen	Intro to Noodle Tools	2	\$ 300
Debbie Resvick	4 th Grade Latin – Beyond the Basics	2	\$ 300
Debbie Resvick	5 th Grade Latin – Beyond the Basics	2	\$ 300

17) The Bernards Township Board of Education does hereby approve the following **student interns** for the 2010-11 school year:

Name: **College/University:** **Cooperating Teacher:**

Steven Bogart	Kean	Physical Education/LC J. Fico & A. Henthorn 1/18/11-3/11/11
Kathleen Moran	Caldwell	Autistic Program/CH J. Rothschild 1/3/11-6/30/11
Nicole Moinhos	Caldwell	Autistic Program/MP A. Mongno 1/3/11-6/30/11
Megan Uffer	Rutgers	Kindergarten/LC L. Brouillard 11/15/10-12/23/10

18) The Bernards Township Board of Education does hereby appoint the following volunteers for the assignments listed:

Will Rope	WA	Wrestling
Matt Spina	WA	Assistant Wrestling
Mike Mack	WA	Boys' Basketball
Anthony Dominic	WA	Student Assistant Boys' Basketball
Jennifer Hauser	WA	Girls' Basketball
Katie Elander	WA	Student Assistant Girls Basketball
Maggie Kelleher	WA	Student Assistant Girls Basketball
Charles Poris	RH	Indoor Winter Track
Richard Thomasey	RH	Indoor Winter Track

19) The Bernards Township Board of Education does hereby appoint the following individual as a substitute school nurse at a per diem rate of \$120 for the 2010-11 school year:

Kerry Gilrane

20) The Bernards Township Board of Education does hereby appoint the following **mini unit instructors** for the 2010-11 School Year:

<u>Name:</u>	<u>School:</u>	<u>Course Title:</u>	<u>Stipend:</u>
Marybeth Carlucci	LC	Cupcakery	\$827.00
Arlene Erik	LC	The Art of Debate	\$413.50

21) The Bernards Township Board of Education does hereby approve the following **change in assignments** for the 2010-11 school year:

<u>Name:</u>	<u>From:</u>	<u>To:</u>
Maggie Neggers	Special Education Teacher Mount Prospect School at a salary of Step 1 BA (2010-11 Step) \$44,232 (2009-10 salary) effective September 1, 2010 through January 31, 2011 as a maternity leave replacement for Cheryl Zuppa. Salary to be prorated to reflect actual dates.	Special Education Teacher Mount Prospect School at a salary of Step 1 BA (2010-11 Step) \$44,232 (2009-10 salary) effective September 1, 2010 through June 30, 2011 as a maternity leave replacement for Cheryl Zuppa from September 1, 2010 through January 31, 2011 then a maternity leave replacement for Joy Armitage from February 1, 2011 through June 30, 2011.
Melanie Hostetter	Speech Teacher .6 Mount Prospect School at a salary of Step 21 MA \$54,048 (09-10 salary) effective September 1, 2010 through June 30, 2011.	Speech Teacher .6 Mount Prospect School at a salary of Step 21 MA \$54,048(09-10 salary) effective September 1, 2010 through November 19, 2010 then Speech Teacher Liberty Corner School at a salary of Step 21 MA \$90,080 (09-10 salary) effective November 22, 2010 through June 30, 2011.
Barry Saide	Unpaid New Jersey Family leave effective November 8, 2010 through November 21, 2010 returning November 22, 2010.	Unpaid New Jersey Family leave effective November 8, 2010 through November 24, 2010 returning November 29, 2010.

On motion by Ms. McKeon, seconded by Ms. Sherwyn, Items #1 through 21 were approved by the following roll call vote:

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

CURRICULUM

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve the purchase and use of the following textbook:

<u>Book:</u>	<u>Course:</u>	<u>Publisher:</u>	<u>Cost:</u>
The Language of Composition: Reading, Writing & Rhetoric	Grade 11 AP Language & Composition	Beford/St. Martin's	\$6,307.65 (100 copies)

On motion by Ms. Cwerner, seconded by Ms. Kusel, Item #1 was approved by the following roll call vote:

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

POLICY

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve the following policy on First Reading:

- a. Policy File Code: M5460 High School Graduation
- b. Policy File Code: 5470 Photographs of Pupils

2) The Bernards Township Board of Education does hereby approve the following policies on Second Reading and adopt said policies:

- a. Policy File Code: M2422 Health Education
- b. Policy File Code: M2423 Bilingual and ESL Education
- c. Policy File Code: M3160 Teaching Staff Member's Physical Examination
- d. Policy File Code: M4160 Support Staff Member's Physical Examination
- e. Policy File Code: 5701 Cheating

- f. Policy File Code: M8462 Reporting Potentially Missing or Abused Children
- g. Policy File Code: M8660 Use of Privately Owned Vehicles in Pupil Transportation

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

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

AD HOC FACILITIES

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve a **patio installation project** to supplement seating for the William Annin Middle School cafeteria. Estimated project cost of \$145,000; all funds from cafeteria enterprise revenue (cannot be commingled with general fund). Furthermore, the Board of Education authorizes Spiezle Architect to amend the district’s Long Range Facility Plan and submit a non-grant application to the Department of Education for this project.

2) The Bernards Township Board of Education received bids for **electrical upgrades** at Cedar Hill and Liberty Corner Schools on Thursday, November 18, 2010, at 11:00 a.m. Bids were received from the following companies:

<u>Company:</u>	<u>Cedar Hill Bid:</u>	<u>Liberty Corner Bid:</u>	<u>Bid Total:</u>
Tatbit Company	\$23,900	\$18,400	\$42,300
VA Electrical	\$28,000	\$26,000	\$54,000
Wojchik Electric	\$28,144	\$27,549	\$55,693
Kusant Electric, Inc.	\$27,000	\$29,600	\$56,600
Power with Prestige, Inc.	\$32,800	\$26,400	\$59,200
High Point Electric, Inc.	\$31,990	\$32,430	\$64,420
Belacon, LLC	\$35,850	\$29,150	\$65,000
IDJ Construction & Electric	\$34,000	\$36,000	\$70,000
Liberty Construction &	\$40,500	\$33,000	\$73,500
Sure Electrical	\$35,870	\$39,670	\$75,540
Tru-Val Electric Corp.	\$38,400	\$37,900	\$76,300
Boz Electrical Contractors,	\$32,571	\$44,893	\$77,464
ACI Electrical Contractor, Inc.	\$39,180	\$40,800	\$79,980
Wires Electrical Shop, Inc.	\$53,900	\$36,500	\$90,400

The Bernards Township Board of Education does hereby award the bid for electrical upgrades to **Tatbit Company** as the lowest responsible bidder contingent upon attorney review and execution of a mutually agreeable contract.

3) The Bernards Township Board of Education received proposals for an **energy audit** of each of the schools as follows:

	<u>Camp Dresser & McKee Inc.</u>	<u>Clough Harbour and Associates</u>	<u>Steven Winter Associates, Inc.</u>	<u>Concord Engineering Group, Inc.</u>
Ridge High:	\$28,230	\$37,957	\$28,729	\$14,603
William Annin:	\$15,460	\$26,324	\$17,826	\$10,807
Mount Prospect:	\$9,300	\$17,251	\$11,383	\$7,597
Oak Street:	\$6,580	\$13,299	\$9,373	\$6,792
Liberty Corner:	\$7,815	\$17,251	\$10,829	\$7,597
Cedar Hill:	\$6,465	\$13,299	\$9,373	\$6,792
TOTAL:	\$73,850	\$125,381	\$87,513	\$54,188

The Bernards Township Board of Education does hereby approve the expenditure of \$54,188 contingent on the receipt of a Notice of Award from The New Jersey Board of Public Utilities Office of Clean Energy and attorney review and execution of a mutually agreeable contract with Concord Engineering Group, Inc. The \$54,188 will be reimbursed in full to the Board of Education through the Local Government Energy Audit Grant when the completed audit has been approved by the Office of Clean Energy. The Board of Education must implement work identified in the audit in an amount equal to at least 25% (after incentives are removed) of each school's audit cost or a penalty of this amount must be paid back to the Office of Clean Energy. The minimum investment (or maximum penalty) for the Board is therefore \$13,547.

On motion by Mr. Wilke, seconded by Mr. Byrne, Items #1 through 3 were approved by the following roll call vote:

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

XIV. Board Forum

The Board discussed the recently approved contract for Superintendent Valerie A. Goger, budget availability for public review, date change for kindergarten registration and review of talking points with the former Commissioner of Education.

XV. Public Forum on Other Than Agenda Items

Comments were made regarding timely parent notification when a teacher leaves during the school year, anticipated timeframe for receipt of budget information from the state, schedule of upcoming budget discussions, and contracts of administrators.

XVI. Adjournment

On motion by Ms. Cwerner, seconded by Mr. Wilke, and approved by all present, the meeting was adjourned at 9:12 p.m.

Respectfully submitted,

Nick Markarian
Board Secretary