

**Bernards Township Board of Education**  
**Personnel Committee Agenda (VIRTUAL)**  
**October 20, 2023**  
**9:00 AM**  
**Google Meet Link**

**Adm: Nick Markarian, Sean Siet**

**BOE: Nimish Amin, Csilla Csipak, Robin McKeon and Jen White**

1. [Growth](#) in ESL/MLL program and need for additional staff member-9:00-9:25

Background:

ESL teachers regularly work with students, families and staff on a variety of levels throughout the school year including registration, initial screenings, annual state ACCESS for ELLs testing and daily instruction. NJ Bilingual code requires that ESL students receive at a minimum, daily instruction equivalent to a content area. Teachers must organize students by proficiency and grade levels while honoring the daily schedule of students. In ESL class, teachers work with students to advance their social and academic language acquisition. In addition, they assist students with understanding the intricacies of American culture. Some students have limited educational backgrounds which results in ESL teachers identifying and working to fill in gaps. This teaching extends well beyond the classroom as our ESL teachers are in regular contact with families, in English as well as other languages, to ensure they are aware of school events and procedures. As our population grows, so do the needs. The additional staff allows for more targeted support for our students as well as their families and teachers.

Committee discussed the increased number of students in Basking Ridge who are MLL (Multi Language Learners), formerly known as ESL (English as a Second Language).

As shown in the link, the number has increased from last year (2022 - 86) to this year (2023- 115), and may continue to go up a bit more. The committee supported the administrative team's request to move ahead with a posting to add 1 ML teacher. The budget would be absorbed from breakage. Any recommendation to fill the position would be subject to full board approval.

2. Director of Facilities-9:25-9:35

Committee discussed posting of the Director of Facilities position and Assistant Director of Facilities position. The current Assistant Director position at the current salary ends

Jan 31. Committee recommends that the administration fill the Director position first and have the new Director fill the Assistant Director position. The central office team has identified a qualified candidate who they are targeting for possible approval at the November 13th BOE meeting. The future budget for the Assistant Director is lower than the current amount because of a temporary increase that was approved earlier this year.

3. Cedar Hill Lunch Aide Request-9:35-9:45

Committee discussed the number of students and lunch aides at each of the elementary schools:

572 - Cedar Hill

495 - MPS

449 - Liberty Corner

420 - Oak Street

Each elementary school has 6 lunch aides, but enrollment at each school ranges from 572 to 420. Ms. Uhler has requested an additional 3 hour a day aide at Cedar Hill at an approximate cost of \$10,500 for the balance of the year. Currently three aides follow each grade level from recess and then to lunch. This equates to three aides per grade in both areas. Rather than hiring an extra lunch aid for CH, it was suggested to move 1 lunch aide from Oak Street, which has a much lower enrollment than CH or look at moving a Campus Monitor from the high school to Cedar Hill to assist. Moving 1 lunch aide from OS would result in an average of a lunch aide for every 82-84 students at every school, except Liberty Corner would be 75 (but going down to 5 at LC would bring the average to 90 so it was not an option that the Committee discussed). Sean will be speaking with Ms. Foley about the possibility of moving an aide from OS to CH and the impact on supervision at OS. The committee was split on whether or not to support adding an additional aide and whether or not to take into account different enrollment numbers at each school.

4. [Vacant positions](#) (standing item)-9:45-9:50

The Committee reviewed the open positions in the link above. It was noted that the Behaviorist position would support the CBAP program and the Bridges program.