

**Bernards Township Board of Education**  
**Personnel Committee Agenda**  
**September 15, 2023**  
**9:00 AM**

**Adm: Nick Markarian, Sean Siet**

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

1. Sick Leave Act

Committee reviewed the new NJ rules allowing sick days to be used for needing time off to care for illness in the family. The school will require advance notice to the extent possible to arrange for coverage. This is in addition to days already available for Family Time Off.

2. Reviewed merit goal for Jim Rollo at his request for 2% of his salary if the software transition is completed successfully by end of May 2023. Committee was supportive. Will be reviewed at the next executive session by the full board. The new system has some incremental cost during the first year for implementation costs, but will provide savings in future years.
3. Reviewed program to offer struggling third and fourth graders targeted tutoring after school. Tutoring would be small sections (1-3) kids per teacher. Targeting to have about 40-60 students in the program. If there are not enough third and fourth graders interested, the program would be made available to struggling fifth graders. A grant from the state of about \$154,000 would fund the program. Improved SLA scores is one metric to show effectiveness.
4. Ridge Tea Time Stipends

Based on the evolution of the Ridge Tea Time program, the Committee reviewed re-organizing the staff structure for Ridge Tea Time from 11 liaisons to 3 co-sponsors or 1 director and 2 assistants. The stipends would be based on the final structure depending on candidates applying and chosen, but would be between \$9000 and \$10,600 but in either case the cost to staff the program is much less than in its first two years.

5. Follow up on 2nd K-5 counselor

Data regarding elementary school counseling and description of services would be provided in Jan/Feb 2024. A conversation took place regarding not hiring the 2nd floater counselor for the school year and it was noted that the request will likely be made again for the 2024-2025 school year.

6. Committee approved stipends for Student Government Advisors at each elementary school based on other similar programs in the district.
7. Committee reviewed a request from a staff member for [REDACTED]  
[REDACTED]  
[REDACTED]
8. Reviewed [Vacant positions](#) (standing item)