

**BERKELEY HEIGHTS BOARD OF EDUCATION  
BUDGET HEARING AND REGULAR MEETING  
MINUTES  
MARCH 26, 2007**

**CALL TO ORDER**

The Regular Meeting of the Berkeley Heights Board of Education was called to order on Monday, March 26, 2007 at 7:00 PM in the Clausen Administration Building by the Board President, Mr. Beisser.

**ROLL CALL**

A roll call indicated the presence of the following members:

Mr. Beisser, Dr. Crisonino, Mrs. Kirsch, Mr. Lisk, Mr. Reinstein, Mrs. Schaumberg, Mr. Sincaglia and Mr. Smalley. Also present were Mrs. Rattner, Dr. Jennings and Mrs. Felezzola.

**STATEMENT**

Mr. Beisser read the following statement:

On April 27, 2006, this body by resolution adopted a schedule of meetings. The time, date and location of this meeting were accurately set forth therein.

On April 28, 2006, a copy of said schedule was posted at the Town Hall, the Public Library, the Railroad Station and the Administration Building. On the same date a copy was mailed to the Dispatch, Independent Press, Courier News, all PTO Presidents and delivered to the BHEA President, all schools, all Supervisors and filed with the Municipal Clerk. The meeting was also announced on the District Sign at Columbia School.

**ADJOURN TO EXECUTIVE SESSION**

It was moved by Mr. Reinstein and seconded Mr. Sincaglia that the Board of Education adjourn to Executive Session for the purpose of discussing personnel and legal matters. The minutes of said discussion will be made public if and when the need for confidentiality no longer exists.

The meeting was recessed at 8:00 PM

**RETURN TO PUBLIC SESSION**

It was moved by Mr. Lisk and seconded by Mrs. Kirsch that the Board of Education return to Public Session. Motion carried.

The meeting was reconvened at 8:05 PM in the Columbia School Cafetorium.

**FLAG SALUTE**

Mr. Beisser led the Board and the public in the Pledge of Allegiance.

**REPORT OF THE STUDENT REPRESENTATIVES**

The student representatives were absent.

**PRESENTATION OF PROPOSED 2007-2008 BUDGET**

Mrs. Rattner, Dr. Jennings and Mrs. Felezzola presented the 2007-2008 budget.

**CITIZENS HEARING FOR BUDGET QUESTIONS**

It was moved by Dr. Crisonino and seconded by Mrs. Schaumberg that the Citizens Hearing for Budget Questions be open to the public.

Mr. McDonald of Timber Drive inquired about the tax levy.

Mr. Beisser responded.

It was moved by Mr. Reinstein and seconded by Mr. Lisk that the Preliminary Citizens Hearing be closed.

**ADOPT PROPOSED 2007-2008 BUDGET**

**A. ADOPTION OF PROPOSED 2007-2008 BUDGET** It was moved by Mr. Lisk and seconded by Mr. Sincaglia that the Board of Education adopt the tentative proposed 2007-2008 school district budget as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
<b>Total General Fund</b>	\$40,607,438	\$33,203,514
<b>Total Special Revenue Fund</b>	386,999	n/a
<b>Total Debt Service Fund</b>	<u>2,294,757</u>	<u>1,388,537</u>
	\$43,289,194	\$34,592,051

It is further recommended that the Superintendent and School Business Administrator submit the School District Budget Statement to the County Superintendent of Schools.

A roll call indicated unanimous approval.

- B. APPROVAL OF COMMISSIONER ADJUSTMENT** It was moved by Mr. Lisk and seconded by Mr. Sincaglia that the Board of Education approve the use of the Commissioner Adjustment for Increase in Health Care Costs in the amount of \$82,756 in conjunction with the filing of the proposed 2007-2008 budget submission to the Union County Superintendent of Schools.  
A roll call indicated unanimous approval.
- C. APPROVAL OF CAPITAL OUTLAY COMMISSIONER ADJUSTMENT** It was moved by Mr. Lisk and seconded by Mr. Sincaglia that the Board of Education approve the filing of a Commissioner Adjustment for the Capital Outlay Expenditures in the amount of \$166,515 for regular maintenance projects in conjunction with the filing of the proposed 2007-2008 budget submission to the Union County Superintendent of Schools.  
A roll call indicated unanimous approval.

The Board discussed the commissioner adjustments.

### **REPORT OF THE SUPERINTENDENT**

Mrs. Rattner reported on the following:

- State Testing Status
- Unused snow days being utilized on the Thursday and Friday before Memorial Day Weekend.
- Teen Arts festival in New Providence on Friday and Saturday.
- \$5,300.00 Dodge Grant Awarded to Hughes School.

It was moved by Mr. Lisk and seconded by Mrs. Sincaglia that the Board of Education accept the Superintendent's Report.

A roll call indicated unanimous approval.

### **LIAISON REPORTS**

Mr. Smalley reported on the Faculty Basketball Game sponsored by the Berkeley Heights Education Foundation.

### **FACILITIES REPORT**

Mrs. Felezzola updated the Board on the progress of the construction project.

Mrs. Felezzola reported on a meeting with the construction manager and the architect regarding upcoming summer projects.

## **PRELIMINARY CITIZENS HEARING**

It was moved by Dr. Crisonino and seconded by Mrs. Schaumberg that the Preliminary Citizens Hearing be open to the public.

Mrs. Needham of Exeter Drive expressed concern over Mr. Beisser response to Mr. McDonald.

Mr. Beisser responded.

It was moved by Mr. Reinstein and seconded by Mr. Lisk that the Preliminary Citizens Hearing be closed.

## **ADMINISTRATION**

There was nothing to be reported to the Board at this time.

## **EDUCATION**

There was nothing to be reported to the Board at this time.

## **PERSONNEL**

- A. SUBSTITUTE PERSONNEL** It was moved by Mrs. Kirsch and seconded by Mr. Lisk that the Board approve the employment of the substitute personnel listed below for the 2006-2007 school year:

Teachers

Mahlstadt, Maureen  
Berkeley Heights, NJ

Maxwell, Kaitlyn  
Berkeley Heights, NJ

Secretary

Chory, Cristine  
Watchung, NJ

A roll call indicated unanimous approval.

- B. RETIREMENT OF ANNA SMITH** It was moved by Mrs. Kirsch and seconded by Mr. Lisk that the Board accept, with regret, the retirement of Anna Smith from her teaching position in the Berkeley Heights Public Schools, effective September 1, 2007.

A roll call indicated unanimous approval.

- C. EXTEND LEAVE OF ABSENCE FOR JENNIFER MORRA** It was moved by Mrs. Kirsch and seconded by Mr. Lisk that the Board approve the request of Jennifer Morra to extend her unpaid child care leave of absence through June 30, 2008. Mrs. Morra has been on a Board-approved maternity/disability and child care leave of absence since November 27, 2006. She is employed as a Grade 2 Teacher at Mountain Park School.  
A roll call indicated unanimous approval.
- D. EXTEND LEAVE OF ABSENCE FOR EMILY SENA** It was moved by Mrs. Kirsch and seconded by Mr. Lisk that the Board approve the request of Emily Sena to extend her unpaid child care leave of absence through June 30, 2007. Mrs. Sena has been on a Board-approved maternity/disability and child care leave of absence since January 2, 2007. She is a Grade 6 Teacher at Columbia Middle School.  
A roll call indicated unanimous approval.
- E. REVISE TEACHER EMPLOYMENT CONTRACT** It was moved by Mrs. Kirsch and seconded by Mr. Lisk that the Board approve the revised employment contract for the following district teacher, as indicated:

<u>Name</u>	<u>Original 2006-2007 Contract</u>	<u>Revised 2006-2007 Contract</u>
Linda Klauber-Haines	December 20, 2006 - May 13, 2007 Annual salary of \$61,413	December 20, 2006 - June 30, 2007 Annual salary of \$61,413

Explanatory Note: The employment contract of this substitute/replacement teacher is being recommended for extension due to the aforementioned request for a longer leave of absence (Item D).

A roll call indicated unanimous approval.

**F. HIRING KAREN BOCIAN** It was moved by Mrs. Kirsch and seconded by Mr. Lisk that the Board approve the employment of Karen Bocian of Berkeley Heights as a substitute/replacement Teacher in the Berkeley Heights Public Schools for the 2006-2007 school year, effective April 19, 2007, through June 30, 2007. Ms. Bocian earned her Bachelor of Science Degree in Elementary Education/Sociology from The College of New Jersey. She has served as a Substitute Teacher in the Berkeley Heights Public Schools and is currently working as a long-term Substitute Classroom/Special Education Teacher Aide at Hamilton Terrace School. Her salary will be \$43,331, step 1a on the 2006-2007 teachers' salary schedule, prorated from April 19, 2007, to June 30, 2007.

Assignment: Hamilton Terrace School – Grade 1 Teacher  
(substitute/replacement)

Certification: Certificate of Eligibility with Advanced Standing –  
Elementary School Teacher

Explanatory Note: Ms. Bocian is being recommended to replace a staff member who is going out on a maternity/disability leave of absence. A roll call indicated unanimous approval.

**BUSINESS**

**A. SCIENCE LAB UPGRADES AT GOVERNOR LIVINGSTON HIGH SCHOOL** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education award, subject to attorney review, the contract to Grafas Painting for the base bid #1 amount of \$559,000.00 and to Nickerson Corporation for the base bid #2 amount of \$203,411.00 to provide Science Lab Upgrades at Governor Livingston High School.

Explanatory Note: Bids were opened on March 22, 2007, at 11:00 AM. Along with the above bid, seven other bids were submitted as follows:

	<b>Base Bid #1</b>	<b>Base Bid #2</b>
G&M Eastern Cont.	\$562,000.00	
C&E Cont. Inc.	586,000.00	
M&M Construction	664,000.00	
H&S Construction	680,000.00	
Louis Gargiulo Co.	688,900.00	
Structural Concepts	793,000.00	
Dean Equip. & Furn.		\$225,878.00

Base Bid #1 consists of construction work for the project. Base Bid #2 consists of furniture only. The architect and the attorney are reviewing the bid documents. A roll call indicated unanimous approval.

- B. LOCKER ROOM UPGRADES AT GOVERNOR LIVINGSTON HIGH SCHOOL** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education award, subject to attorney review, the contract to Nickerson Corporation for the base bid price of \$179,000.00 and an alternate bid of \$20,800.00 for a total of \$199,800.00 to provide Locker Room Upgrades at Governor Livingston High School.

Explanatory Note: Bids were opened on March 22, 2007, at 11:00 AM. Along with the above bid, four other bids were submitted as follows:

	<b>Base Bid</b>	<b>Alt. Bid</b>	<b>Total</b>
Louis Gargiulo Co	\$173,000.00	\$28,000.00	\$201,000.00
Salazar & Associates	225,328.00	35,000.00	260,328.00
ARCO	235,000.00	30,000.00	265,000.00
Structural Concepts	137,000.00	173,000.00	310,000.00

The architect and the attorney are reviewing the bid documents.  
A roll call indicated unanimous approval.

- C. NURSE'S OFFICE UPGRADES AT VARIOUS SCHOOLS** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education award, subject to attorney review, the contract to Hahr Construction for the base bid price of \$272,000.00 to provide Nurse's Office Upgrades at Various Schools.

Explanatory Note: Bids were opened on March 22, 2007, at 11:00 AM. Along with the above bid, three other bids were submitted as follows:

	<b>Base Bid</b>
Louis Gargiulo Co	\$269,000.00
Salazar & Associates	275,046.00
ARCO	285,000.00

The bid submitted by Louis Gargiulo Co. was missing documentation, eliminating them from the bidding procedures. The architect and the attorney are reviewing the bid documents.

A roll call indicated unanimous approval.

## **FINAL CITIZENS HEARING**

It was moved by Mr. Smalley and seconded by Dr. Crisonino that the meeting be opened for the Final Citizens Hearing. Motion was approved.

There were no members of the public that wished to address the Board.

It was moved by Mr. Lisk and seconded by Mr. Sincaglia that the meeting be closed for the Final Citizens Hearing.

## **OTHER BUSINESS**

Mrs. Felezzola indicated the receipt of a letter from Mrs. Needham regarding Candidate's Night.

## **ADJOURNMENT**

It was moved by Mr. Reinstein and seconded by Mr. Lisk that the meeting be adjourned.

Motion carried.

The meeting was adjourned at 9:00 PM.

Respectfully submitted,

Donna A. Felezzola  
School Business Administrator/ Board Secretary