

**BERKELEY HEIGHTS BOARD OF EDUCATION
COMBINED CONFERENCE & REGULAR MEETING
MINUTES
FEBRUARY 7, 2008**

CALL TO ORDER

The Regular Meeting of the Berkeley Heights Board of Education was called to order on Thursday, February 7, 2008 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, Mrs. Qualshie and Mrs. Felezzola.

STATEMENT

Mr. Beisser read the following statement:

On April 26, 2007, this body by resolution adopted the schedule for this meeting. The time, date and location of this meeting were accurately set forth therein.

On April 30, 2007, 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 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. Smalley and seconded by Mr. Reinstein that the Board of Education adjourn to executive session,

WHEREAS, the provisions of the Open Public Meetings Act (N.J.S.A.10:4-1 et seq.) expressly provide that a public body may move into Executive Session and exclude the public from that portion of a meeting at which the public body discusses any of the nine areas set forth in N.J.S.A.10:4-12b; and

WHEREAS, the Berkeley Heights Board of Education has determined it necessary to move into Executive Session to discuss the following subjects, all of which are included in the aforesaid exceptions:

Personnel recommendations as set forth on the agenda; a student issue; and a legal issue involving Mountainside.

NOW THEREFORE BE IT RESOLVED by the Berkeley Heights Board of Education that it does hereby move into Executive Session pursuant to N.J.S.A.10:4-12b to discuss the aforesaid matters; and

IT IS FURTHER RESOLVED that the aforesaid discussions shall be made public either at the Public Meeting following said Executive Session or at such time as any litigated or personnel matters are concluded; or upon conclusion of any negotiations or related discussions; or as otherwise specified; and

IT IS FURTHER RESOLVED that this Resolution shall take effect pursuant to law.

RETURN TO PUBLIC SESSION

It was moved by Mr. Reinstein and seconded by Mr. Smalley that the Board of Education return to Public Session. Motion carried.

The meeting was reconvened at 7:55 PM in the Columbia School Multi Purpose Room.

FLAG SALUTE

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

APPROVAL OF MINUTES

It was moved by Mr. Lisk and seconded by Mr. Smalley that that the Board of Education approve the minutes of the Conference Meeting held January 10, 2008, and the Regular Meeting held January 24, 2008.

A roll call indicated unanimous approval.

CORRESPONDENCE

Mrs. Felezzola indicated the correspondence as listed had been provided to the Board for their review and information.

- A. Letter from Donna Slota, Paragano Enterprises, Re: Donation

REPORT OF THE STUDENT REPRESENTATIVES

Trevor Hain reported on the following:

- Mid-terms
- Hall Decorating
- Basketball Team results

Wendy Lin reported on the following:

- Consumer Bowl
- Fund Raising Activities
- Teen Arts

REPORT OF THE SUPERINTENDENT

Mrs. Rattner reported that the Long Range Facilities Plan was approved. The preschool was also approved. There are three National Merit Finalists at Governor Livingston.

Mrs. Rattner reported on the following school activities:

- Hamilton Terrace – Students are collecting for “Pennies for Puppies,” a seeing eye dog program.
- Mountain Park - Students are studying quilting and the historical and mathematical significance of quilting and participated in a program sponsored by the NJ Quilter’s Guild.
- Woodruff - Students participated in an Acts of Kindness program in conjunction with Martin Luther King, Jr.’s Birthday
- Governor Livingston – Both the Wrestling team and Fencing team have had successful seasons
- Columbia Middle School – Students and staff held an assembly for Dr. Dennis
6 students are displaying artwork, county wide

It was moved by Mr. Lisk and seconded by Mrs. Kirsch to accept the Superintendent’s report.

A voice vote indicated unanimous approval.

LIAISON REPORTS

Mr. Reinstein reported that the PTO is trying to distribute more paperless communications.

Mr. Smalley attended the Union County and the Morris County School Boards meeting and stated they reviewed the NJQSAC process.

Mrs. Kirsch reported that the new superintendent for Union County Educational Services Commission will meet with each district to assess their needs. A statewide organization for educational services is being established to extend shared services.

Mr. Smalley reported that the Environmental Commission is working on environmental issues and recycling.

Mr. Sincaglia reported that the preliminary budget was reviewed by the finance committee on February 4, 2008 and that all the pieces were coming together. He announced the meeting dates for the Public Hearing as March 24, 2008 and reviewed public presentation opportunities.

It was moved by Mr. Smalley and seconded by Mr. Lisk to approve the recommendation by Mr. Sincaglia to reschedule the Regular Conference Meeting & Public Meeting to adopt Tentative Budget on March 6, 2008 to March 4, 2008, at the same time, to allow the budget to be submitted to the County Superintendent on a timely basis.

A voice vote indicated unanimous approval.

FACILITIES REPORT

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

PRELIMINARY CITIZENS HEARING

There were no citizens that wished to be heard at this time.

ADMINISTRATION

- A. APPROVE PROFESSIONAL DEVELOPMENT DAYS/TRAVEL REIMBURSEMENT** It was moved by Mr. Lisk and seconded by Mrs. Kirsch that the Board approve professional development days and travel reimbursement for district staff members, as indicated on Attachment A.
A roll call indicated unanimous approval.
- B. POLICIES/REGULATIONS** It was moved by Mr. Lisk and seconded that the Board approve the following proposed revised policy after this second reading:
- Harassment, Intimidation and Bullying 5512.01
A roll call indicated unanimous approval.

EDUCATION

- A. ACCEPT SCIENCE GRANT** It was moved by Mr. Lisk and seconded by Mrs. Kirsch that the Board accept a grant in the amount of \$1976.96 from the Princeton Plasma Physics Laboratory for the purpose of implementing a Plasma Physics Curriculum at Governor Livingston High School. Mr. Chris George, Teacher at Governor Livingston, was the writer of the grant proposal.
A roll call indicated unanimous approval.

PERSONNEL

- A. SUBSTITUTE/SUPPLEMENTAL PERSONNEL** It was moved by Mrs. Kirsch and seconded by Mr. Smalley that the Board approve the employment of the substitute and supplemental personnel listed below for the 2007-2008 school year:

Teachers

Geiger, Frank J.
Mountainside, NJ
(@221.44 per day,
long-term assignment,
effective 2/4/2008)

Gutch, Roberta
Berkeley Heights, NJ
(@\$221.44 per day,
long-term assignment,
effective 12/14/2007)

Riley, Michael
Summit, NJ

Teacher Aides

Parmett, Patricia
Berkeley Heights, NJ

Peterman, Sarah
Parsippany, NJ

Home Instructor

Hoffman, David
Summit, NJ

Secretary

Parmett, Patricia
Berkeley Heights, NJ

Cafeteria Staff

Mullen-Imbimbo, Mary
Berkeley Heights, NJ
(@ \$10.50 per hour)

A roll call indicated unanimous approval.

- B. REVISE EMPLOYMENT CONTRACT DATES** It was moved by Mrs. Kirsch and seconded by Mr. Smalley that the Board approve the following revised employment contract dates for the 2007-2008 school year:

Susanna Klassel (Teacher, Columbia Middle School and Governor Livingston High School): January 28, 2008, through June 30, 2008.

Sarah Peterman (Teacher, William Woodruff School): September 1, 2007, through January 31, 2008.

A roll call indicated unanimous approval.

C. REVISE LEAVE OF ABSENCE DATES It was moved by Mrs. Kirsch and seconded by Mr. Smalley that the Board approve the revised dates of January 1, 2008, through February 10, 2008, for the unpaid leave of absence granted to Mrs. Tara Kelly, Teacher at Hamilton Terrace School. The Board initially approved Mrs. Kelly's request at its meeting on January 24, 2008.
A roll call indicated unanimous approval.

D. APPROVE COMPENSATION FOR TEACHER AIDES It was moved by Mrs. Kirsch and seconded by Mr. Smalley that the Board approve compensation for the following Classroom/Special Education Teacher Aides for their participation in professional training, as indicated:

Restraint Training: Denice Ganger – three (3) hours.

ABA Preschool Training: Kirsten Colder, Michelle Martino, Regina Colligan - six (6) hours each.

A roll call indicated unanimous approval.

E. SALARY ADJUSTMENTS FOR PROFESSIONAL GROWTH It was moved by Mrs. Kirsch and seconded by Mr. Smalley that the Board approve the salary adjustments listed below for the 2007-2008 school year based on the professional growth of the employees, effective February 1, 2008:

Todd Decker: For completion of 60 credits beyond the Bachelor's Degree, he will go from step 12c, \$64,171, to step 12d, \$68,133.

Michelle Morin: For completion of 60 credits beyond the Master's Degree, she will go from step 11e, \$69,705, to step 11e + \$1,000, \$70,705.

Catherine Pearsall: For completion of 30 credits beyond the Bachelor's Degree, she will go from step 12a, \$59,008, to step 12b, \$61,587.

A roll call indicated unanimous approval.

F. LEAVES OF ABSENCE It was moved by Mrs. Kirsch and seconded by Mr. Smalley that the Board approve the following requests for unpaid leaves of absence from district staff members:

Denice Ganger: April 1-7, 2008.

Bonita Gold: February 25-29, 2008.

A roll call indicated unanimous approval.

- G. EXTRA-CURRICULAR ACTIVITIES** It was moved by Mrs. Kirsch and seconded by Mr. Smalley that the Board approve extra-curricular activities, staff members, assignments and stipends for the 2007-2008 school year, as listed below:

Governor Livingston High School

<u>Activity/Position</u>	<u>Instructor/Supervisor</u>	<u>2007-2008 Stipend</u>
Head Softball Coach	Richard Iacono	\$6,475
Assistant Softball Coach	Michael Roof	\$4,533
Assistant Softball Coach	Steven Petruzzelli	\$4,533
Assistant Softball Coach	Lindsey Sheppard	\$4,228
Head Baseball Coach	Christopher Roof	\$6,475
Assistant Baseball Coach	Terrence Hanratty	\$4,533
Assistant Baseball Coach	R. Andrew Huber	\$4,533
Assistant Baseball Coach	Steven Lesnewich	\$3,885
Assistant Baseball Coach	Steven Balboni	Volunteer
Assistant Baseball Coach	Michael Delia	Volunteer
Assistant Baseball Coach	Ralph Yezza	Volunteer
Head Track Coach (Girls)	Beryl Roman	\$6,884
Assistant Track Coach (Girls)	Christopher Coughlin	\$4,819
Assistant Track Coach (Girls)	James Rutzler	\$4,130
Assistant Track Coach (Girls)	Bruno Somma	\$4,819
Head Track Coach (Boys)	Joseph Hubert	\$6,884
Assistant Track Coach (Boys)	Gregory Dunkerton	\$4,819
Assistant Track Coach (Boys)	Peter Festante	\$4,819
Assistant Track Coach (Boys)	Daniel Hewette-Guyton	\$4,819
Head Lacrosse Coach (Girls)	Kristy Annussek	\$6,475 @
Assistant Lacrosse Coach (Girls)	Rebecca Perone	\$4,533 @
Assistant Lacrosse Coach (Girls)	Deborah Zeleznik	\$3,885 @
Head Lacrosse Coach (Boys)	Bruce Fryer	\$5,550 @
Assistant Lacrosse Coach (Boys)	Tyler Brown	\$4,533 @
Assistant Lacrosse Coach (Boys)	Vacant	
Head Golf Coach	Sharon Leahy	\$2,567
Head Tennis Coach (Boys)	William Meakem	\$4,189
Assistant Tennis Coach (Boys)	Frank J. Geiger	\$2,695
Drama Director – School Musical	Ivan Rushfield	\$3,519
Music Director – School Musical	James Campodonico	\$3,194

@ Stipends partially funded by GLHS Lacrosse, Inc.
A roll call indicated unanimous approval.

BUSINESS

- A. DRAWING FOR POSITION** It was moved by Mr. Smalley and seconded by Mr. Lisk that the Board of Education establish the date and time for the drawing for position on the election ballot to be March 5, 2008, at 4:00 PM (19:60-8).

Explanatory Note: The drawing of names for ballot position must take place seven working days following the last date for filing petitions for the annual school election. The filing date is February 25, 2008.

A roll call indicated unanimous approval.

- B. ACCEPT DONATION** It was moved by Mr. Smalley and seconded by Mr. Lisk that the Board of Education accept the donation of \$1,000.00 from Paragano Enterprises to the Berkeley Heights Board of Education to be used at Governor Livingston High School for the Fencing program.

A roll call indicated unanimous approval.

FINANCE

There were no items to be presented to the Board at this time.

FISCAL AGENT

There were no items to be presented to the Board at this time.

FINAL CITIZENS HEARING

Mrs. Mirabella of Timber Drive asked when the new policy would be posted on the website.

Mrs. Rattner responded.

OTHER BUSINESS

Mrs. Rattner reported that police were present at the schools during the election.

ADJOURNMENT

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

Motion carried.

The meeting was adjourned at 8:25 PM.

Respectfully submitted,

Donna A. Felezzola
School Business Administrator/ Board Secretary