

**BERKELEY HEIGHTS BOARD OF EDUCATION
COMBINED CONFERENCE & REGULAR MEETING
AND
PUBLIC MEETING TO ADOPT TENTATIVE BUDGET
MINUTES
MARCH 4, 2008**

CALL TO ORDER

The Regular Meeting of the Berkeley Heights Board of Education was called to order on Tuesday, March 4, 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 February 11, 2008 the Board of Education has announced that the Regular Conference Meeting & Public Meeting to Adopt Tentative Budget scheduled for Thursday, March 6, 2008 has been rescheduled for Tuesday, March 4, 2008. A copy of said change was posted at Town Hall, the Public Library, the railroad station and at the Administration Building. On the same date a copy was mailed to Independent Press, Courier News, all PTO Presidents, the BHEA President, all schools 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 Items, Construction Change Orders.

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 8:00 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 Mrs. Kirsch and seconded by Mr. Lisk that the Board of Education approve the minutes of the Combined Conference and Regular Meeting held February 7, 2008.

A roll call indicated unanimous approval.

PRESENTATION OF TENTATIVE 2008-2009 BUDGET

PRESENTATION OF TENTATIVE BUDGET – BOARD FINANCE COMMITTEE

Mrs. Rattner, Mrs. Felezzola and Mrs. Qualshie presented the tentative budget for the 2008-2009 school year.

CITIZENS HEARING FOR BUDGET QUESTIONS

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

Dr. Monroe of Winchip Rd inquired about waiver applications.

Mrs. Rattner responded that the district chose not to apply for waivers.

Mrs. Reilly of Pearl Street thanked the Board for the number of public meetings they held to discuss the budget.

Mrs. Reilly inquired about the new math/science teaching position at Governor Livingston.

Mrs. Rattner responded.

Mrs. Reilly complimented the Board on the success of the new high school schedule.

Mrs. Boyd of Debbie Place asked the locations of the new technology upgrades.

Mrs. Rattner responded.

There were no other questions from the public.

Mrs. Kirsch closed the Citizen's Hearing portion of the meeting.

Mr. Sincaglia stated that included in the budget is a deposit to capital reserve for future replacement of the high school tennis courts.

It was moved by Mr. Lisk and seconded by Mrs. Kirsch to modify the following resolution to include the statement concerning the capital reserve deposit.

A roll call indicated unanimous approval.

- A. ADOPTION OF TENTATIVE 2008-2009 BUDGET** It was moved by Mr. Lisk and seconded Mr. Smalley that the Board of Education adopt the tentative 2008-2009 school district budget as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$42,043,736	\$34,219,012
Total Special Revenue Fund	740,354	n/a
Total Debt Service Fund	2,308,997	1,371,046
	<u>\$45,093,087</u>	<u>\$35,590,058</u>

BE IT FURTHER RESOLVED, that as part of the General Fund Budget the district is making a deposit of \$200,000.00 to the capital reserve for the eventual replacement of tennis courts at Governor Livingston High School.

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.

REPORT OF THE STUDENT REPRESENTATIVES

Trevor Hain reported on the following:

HSPA testing is taking place at Governor Livingston
Union County Teen Arts competition is scheduled for the end of this month
The Gay/Straight Alliance held a day of silence

REPORT OF THE SUPERINTENDENT

Mrs. Rattner reported on the Fencing Team results.

Mrs. Rattner stated that Read Across America began this week and William Woodruff School was visited by players from the Rutgers football team. Students at Thomas P. Hughes School marked the celebration by dressing like book characters.

Mrs. Rattner reported that the 8th and 9th grades have begun their course selections for next year.

Mrs. Rattner gave an update on the winter sports awards.

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

A roll call indicated unanimous approval.

LIAISON REPORTS

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

FACILITIES REPORT

Mr. Beisser stated that the auditorium will not be done until mid-April due to sound and lighting issues and therefore the school play will be held at Chatham High School.

PRELIMINARY CITIZENS HEARING

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

Mrs. Reilly of Pearl Street stated that the girls fencing team will be competing for a bronze medal.

Mrs. Reilly inquired about bus transportation for students involved in the play.

Mrs. Rattner responded.

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

ADMINISTRATION

- A. APPROVE PROFESSIONAL DEVELOPMENT DAYS/TRAVEL REIMBURSEMENT** It was moved by Mr. Lisk and seconded by Mr. Smalley 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.

EDUCATION

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

PERSONNEL

A. HIRING ROBERTA GUTCH It was moved by Mr. Lisk and seconded by Mr. Smalley that the Board approve the employment of Roberta Gutch of Berkeley Heights as a substitute/replacement Teacher in the Berkeley Heights Public Schools for the 2007-2008 school year, effective March 1, 2008, through June 30, 2008. Mrs. Gutch earned her Bachelor of Arts Degree in Public Administration from Miami University and she received her Master of Public Administration Degree from Pennsylvania State University. Mrs. Gutch completed her teacher certification coursework at Caldwell College and she performed her student teaching in the Berkeley Heights Public Schools. She is currently serving as a long-term substitute teacher at Hamilton Terrace School. Her salary will be \$49,499, step 1c on the 2007-2008 teachers’ salary schedule, prorated from March 1, 2008, to June 30, 2008.

Assignment: Hamilton Terrace School – Grade 1 Teacher

Certification: Standard Certificate - Elementary School Teacher

Explanatory Note: Mrs. Gutch is being recommended to fill the position of a current staff member who is out on an unpaid leave of absence. A roll call indicated unanimous approval.

B. EXTEND LEAVE OF ABSENCE It was moved by Mr. Lisk and seconded by Mr. Smalley that the Board approve the request of Judith Kane to extend her unpaid leave of absence in accordance with the New Jersey Family Medical Leave Act through March 9, 2008. Mrs. Kane is an Instructional Review Teacher at William Woodruff School; the Board approved her initial request for an unpaid leave of absence at its meeting on January 24, 2008. A roll call indicated unanimous approval.

C. EXTRA-CURRICULAR ACTIVITIES It was moved by Mr. Lisk 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:

<u>William Woodruff School</u>		2007-2008
<u>Activity/Position</u>	<u>Instructor/Supervisor</u>	<u>Stipend</u>
Safety Patrol Advisor (65%)	Sean Waller	\$ 897 #
Safety Patrol Advisor (35%)	Gina Piccirillo	\$ 483 #

Supersedes appointment of Sean Waller (full stipend), approved by the Board of Education on September 20, 2007.

Explanatory Note: Mr. Waller is beginning an unpaid leave of absence starting March 17, 2008, and continuing through the end of the 2007-2008 school year. A roll call indicated unanimous approval.

- D. SUBSTITUTE/SUPPLEMENTAL PERSONNEL** It was moved by Mr. Lisk 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:

Custodian

Misinsky, Theodore
New Providence, NJ
(@ \$16.08 per hour)

A roll call indicated unanimous approval.

BUSINESS

- A. APPROVE SECURITY SPECIALIST SERVICES** It was moved by Mr. Smalley and seconded by Mr. Sincaglia that the Board of Education approve security specialist services to access the security needs in the district with Metropolitan Technologies, LLC. The cost of the assessment for Governor Livingston High School will not exceed \$4,750.00.

Explanatory Note: The company will be performing a total assessment of the school and grounds to determine points of vulnerability and make recommendations to address these issues. A roll call indicated unanimous approval.

FINANCE

- A. PAYMENT OF BILLS** It was moved by Mr. Sincaglia and seconded by Mrs. Kirsch that the Board of Education approve for payment the bills as listed on the bill lists as follows:

2/29/2008	Payroll	\$1,356,839.85
2/27/2008	Accounts Payable	1,319,156.90
3/4/2008		318,874.56
		<hr/>
		\$2,994,871.31

A roll call indicated unanimous approval.

FISCAL AGENT

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

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 citizens that wished to address the Board.

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

OTHER BUSINESS

It was moved by Mr. Sincaglia and seconded by Mr. Smalley that a meeting be scheduled for March 19, 2008 at 8:00 PM for the purpose of adjourning to Executive Session to interview candidates for the administrative vacancies and to discuss personnel evaluations and recommendations.

A roll call indicated unanimous approval.

ADJOURNMENT

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

Motion carried.

The meeting was adjourned at 9:15 PM.

Respectfully submitted,

Donna A. Felezzola
School Business Administrator/ Board Secretary