

**BERKELEY HEIGHTS BOARD OF EDUCATION  
REGULAR MEETING  
MINUTES  
JUNE 19, 2008**

**CALL TO ORDER**

The Regular Meeting of the Berkeley Heights Board of Education was called to order on Thursday, June 19, 2008 at 6:30 PM in the Governor Livingston Guidance Office by the Board President, Mr. Beisser.

**ROLL CALL**

A roll call indicated the presence of the following members:

Mr. Beisser, Dr. Crisonino, Mr. Lisk, Mr. Reinstein, Mr. Sincaglia, Mr. Smalley and Mrs. Williams. Also present were Mrs. Rattner, Mrs. Qualshie and Mrs. Felezzola. Mrs. Kirsch was absent.

**STATEMENT**

Mr. Beisser read the following statement:

On May 28, 2008, this body by resolution adopted the schedule for this meeting. The time, date and location of this meeting were accurately set forth therein.

On May 29, 2008, 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 Dr. Crisonino and seconded by Mr. Sincaglia 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, Cafeteria Contract, Construction Contracts.

**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.

Executive Session was adjourned at 7:45 PM.

The Board took a 15 minute recess to greet the retirees.

### **RETURN TO PUBLIC SESSION**

It was moved by Dr. Crisonino and seconded by Mr. Sincaglia that the Board of Education return to Public Session. Motion carried.

The meeting was reconvened at 8:00 PM in the Governor Livingston Auditorium.

### **FLAG SALUTE**

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

### **APPROVAL OF MINUTES**

It was moved by Dr. Crisonino and seconded by Mr. Lisk that the Board of Education approve the minutes of the Regular Meeting held May 29, 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. Card from Heidi Friedlander and Cathy Pitingolo, Re: Thank you

### **REPORT OF THE STUDENT REPRESENTATIVES**

The student representatives were absent.

### **REPORT OF THE SUPERINTENDENT**

Mrs. Rattner made a statement regarding each of the retirees and made a presentation to each.

The retirees that were present each thanked the Board.

-Recognition of District Retirees: Mrs. Tina Agriantonis  
Mr. Jack Dennis  
Mrs. Vivi Ficken  
Mrs. Lorraine Knight  
Mr. Joseph Martino  
Mr. Ronald Nash  
Mr. Richard Older

Mrs. Rattner reported on the eighth grade class trip and the promotion exercises and graduations that are scheduled for the elementary schools, Columbia Middle School and Governor Livingston High School.

Mrs. Rattner stated that the T-off for Technology sponsored by the Berkeley Heights Education Foundation was held on June 16, 2008 and raised approximately \$28,000.00.

It was moved by Mr. Lisk and seconded by Mr. Reinstein to accept the Superintendent's report.

A voice vote indicated unanimous approval.

### **LIAISON REPORTS**

Mr. Smalley reported that the Union County School Board Association is planning to hold its' first meeting for the new year to plan activities for the upcoming year.

### **FACILITIES REPORT**

Mrs. Felezzola updated the Board on the progress of the summer construction projects.

### **PRELIMINARY CITIZENS HEARING**

Dr. Monroe of Winchip Rd. expressed concern that the change in location for the meeting was not announced on the website.

### **ADMINISTRATION**

- A. APPROVE PROFESSIONAL DEVELOPMENT DAYS/TRAVEL REIMBURSEMENT** It was moved by Mr. Sincaglia and seconded by Mr. Lisk that the Board of Education approve professional development days and travel reimbursement for district staff members, as indicated on revised Attachment A. A roll call indicated unanimous approval.

- B. APPROVE AGREEMENT FOR PHYSICAL THERAPY SERVICES** It was moved by Mr. Sincaglia and seconded by Mr. Lisk that the Board of Education approve the Agreement with Oxford Consulting Services, Inc., to provide Physical Therapy services to students enrolled in the Berkeley Heights Special Education summer programs from July 1, 2008, through August 8, 2008, at the rate of \$95.00 per hour for a maximum of 2.5 hours per week.  
A roll call indicated unanimous approval.
- C. APPROVE POLICY SERVICES** It was moved by Mr. Sincaglia and seconded by Mr. Lisk that the Board of Education approve the Agreement with Strauss Esmay Associates, L.L.C., for the provision of policy alert and support system services to the Berkeley Heights School District during the 2008-2009 fiscal year, at the cost of \$2,395.00.  
A roll call indicated unanimous approval.

## **EDUCATION**

- A. APPROVE DISTRICT MENTORING PLAN** It was moved by Dr. Crisonino and seconded by Mr. Lisk that the Board of Education approve the District's Mentoring Plan for 2008-2011 and that this document be forwarded to the New Jersey Department of Education. (A copy of the District Mentoring Plan was provided to the Board members for their review prior to the June 5, 2008, Board Meeting).  
A roll call indicated unanimous approval.
- B. APPROVE SPECIAL EDUCATION EXTENDED SCHOOL YEAR PLACEMENTS** It was moved by Dr. Crisonino and seconded by Mr. Lisk that the Board of Education approve the Special Education out-of-district Extended School Year placements and services for summer 2008 listed on Attachment B, plus transportation where applicable, as recommended by Dr. Patricia Martino, Director of Special Services, and the district's Child Study Team.  
A roll call indicated unanimous approval.

## **PERSONNEL**

In regards to Item M of Personnel:

Mr. Beisser stated that the employment contracts for the Superintendent, Assistant Superintendent and the School Business Administrator were submitted and approved by the Executive County Superintendent and are now being reviewed by the Commissioner of Education. The Board is waiting for final approval from the commissioner.

Mr. Sincaglia stated that regulations regarding employment contracts for the superintendent, assistant superintendent and business administrators are still being revised.

Mr. Sincaglia stated that the language of the contracts have not changed. The only change is the salary increase.

It was moved by Mr. Smalley and seconded by Mr. Reinstein that the Public Hearing on Contracts be opened.

Mr. S. of Maple Avenue inquired about the mentoring plan from Education, Item A.

Mrs. Qualshie replied.

It was moved by Mr. Smalley and seconded by Dr. Crisonino to close the Public Hearing on Contracts.

A voice vote indicated unanimous approval.

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

Teacher Aides

Pitingolo, Catherine  
Berkeley Heights, NJ

Sullivan, Brianna  
Berkeley Heights, NJ

Home Instructor

Marucci, Anna  
Livingston, NJ

A roll call indicated unanimous approval.

**B. EXTRA TEACHING PERIOD ASSIGNMENT** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of the following district staff member to teach an additional class beyond his normal teaching schedule during the 2007-2008 school year (effective February 28, 2008, through June 30, 2008):

<u>Name</u>	<u>Course</u>	<u>Time</u>	Payment in Addition to Regular <u>Salary</u>
Riley, Michael	Computers/Technology	Full year/5 days	\$8,229.00 (prorated 2/28/2008- 6/30/2008)

Explanatory Note: The Board had already approved the extra class assignment and payment for the staff member who had preceded Mr. Riley in this teaching position. That staff member retired effective March 1, 2008. A roll call indicated unanimous approval.

**C. APPROVE SUMMER CHILD STUDY TEAM EMPLOYMENT** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of the following District Child Study Team and teaching staff members during the summer months of 2008, as listed below, for the purpose of completing student evaluations, conducting required meetings with parents/guardians, and providing other services as required by Individualized Education Plans (IEPs) of specific district students:

Child Study Team Member (to be paid at the per-diem rate of her 2008-2009 annual salary; not to exceed the total number of days listed):

Heather McGarry – 2 days

Teacher Staff Members (to be paid at the per-diem rate of step 11c on the 2008-2009 teachers' salary schedule; not to exceed the total number of days listed):

Tobey Karlstein – ½ day

Vicki Malan – ½ day

A roll call indicated unanimous approval.

**D. APPROVE SUMMER SCHOOL EMPLOYMENT** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of the following individuals in the 2008 Berkeley Heights Summer School Program and Summer Special Education Extended School Year Programs, as indicated:

Teachers @ \$35.00 per hour

<u>Name</u>	<u>Maximum Hours of Employment</u>
Avino, Catherine	57
Brown, Belinda	76
Butler, Sherry	57
Confroy, Maryann	76
Elmi, Erica	57
Festante, Peter	38
Healey, Gary	76
Houck, Cheryl	76
Klauber-Haines, Linda	57
Lam, Catherine	76
Long, Emily	40
Mahy, Gillian	76
Masri, Andrea	20
McLaughlin, Marcie	76
Merrill, Marilyn	76
Mirabella, Dana	110
Naftalis, Erika	76
Pearsall, Catherine	66
Poage, Susan	76
Porzio, Karen	57
Riley, Michael	57
Rottenberg, Katherine	57
Rutzler, James	19
Schaffer, Allison	76
Sempepos, Theresa	48
Sheppard, Lindsey	76
Sinko, Joseph	36
Swanson, Kirsten	66
Ulewicz, Caryn	66
Urenovich, Holly	66
Zatika, Joan	30
Zipeto, Nicola	57
Gauthier, Mary	substitute
Gyselman, Kelly (ABA Preschool Program) (@ per-diem rate of 2008-2009 salary)	30 days

**APPROVE SUMMER SCHOOL EMPLOYMENT (continued)**  
Teacher Aides @ \$17.00 per hour

<u>Name</u>	<u>Maximum Hours of Employment</u>
Ateniese, Janine	70
Banks, Donna	60
Bassillo, Lisa	100
Colder, Kirsten	120
Ganger, Denice	100
Klauber-Haines, Linda	20
Lowenstein, Tracey	45
Manganiello, Colleen	120
Martino, Michelle	120
Miles, Betty	90
Rica, Maureen	60
Rippo, Denise	40
Scherer, Jennifer	40
Vella, Carolyn	50

A roll call indicated unanimous approval.

- E. APPROVE SUMMER CURRICULUM WORKSHOPS** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of the following staff members to work on curriculum development and revisions during the summer months of 2008. These staff members will be paid at the per-diem rate of step 11c on the 2008-2009 teachers' salary schedule (\$320.82) for this work:

AP Italian 5: Nancy Luciano - 4 days  
 Laura Reinhardt - 4 days

Anatomy and Physiology: Frank Melchiorre – 2 days  
 Lisa Salzone – 2 days

Introduction to Economics: Todd Decker – 2 days  
 Megan Lehman – 2 days

Latin 1B: Barbara Hedges – 3 days

Public Speaking: Jeanmarie Ciarrocca – 2 days  
 Staci Toporek – 2 days

A roll call indicated unanimous approval.

- F. APPROVE PROFESSIONAL TRAINING** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the participation of Barbara Kolski, Teacher at Hamilton Terrace School, in five (5) days of ABA/discrete trial training during the summer months of 2008. Ms. Kolski has been assigned to teach a new class for autistic students at Hamilton Terrace School which requires that she receive the training being offered; she will be compensated at the per-diem rate of her 2008-2009 salary for each of the days she participates in this training.  
A roll call indicated unanimous approval.
- G. APPROVE TEACHER AIDE TRAINING** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the participation of Annette Amodeo, Janet Gara-Smith and Maria Schamberg, Lunchroom/Playground Teacher Aides at William Woodruff School, in one (1) hour of Conscious Discipline training during the month of June. These Teacher Aides will be paid for participating in this training at their regular hourly 2007-2008 compensation rates.  
A roll call indicated unanimous approval.
- H. APPROVE SUMMER WEIGHT TRAINING PROGRAM** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of the following district staff members as supervisors in the Governor Livingston High School summer weight training program for 2008 at the stipend of \$947 each: Gregory Dunkerton, Terrence Hanratty, Daniel Hewette-Guyton, and Jeffrey Marretta.  
A roll call indicated unanimous approval.
- I. APPROVE SUMMER CUSTODIAN/MAINTENANCE PERSONNEL** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the following Summer Custodian/Maintenance personnel for 2008, as indicated, effective June 25, 2008, through September 3, 2008:

<u>Name</u>	<u>Hourly Pay Rate</u>	<u>Hours Per Week</u>
DiStefano, Michael	\$7.25	40
Fallowan, Matthew	\$7.15	40
Hollowell, Jackson	\$7.25	40
Misale, Michael	\$7.25	40
Popovitch, Owen	\$7.15	40
Reiss, Andrew	\$7.25	40
Staskiewicz, Scott	\$7.25	40
York, Michael	\$7.25	40
Fitzpatrick, Brendan	\$7.15	40 #

# Employee is scheduled to split time between Custodian and Technology work.  
A roll call indicated unanimous approval.

- J. APPROVE SUMMER TECHNOLOGY PERSONNEL** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the following Summer Technology personnel for 2008, as indicated:

<u>Name</u>	<u>Hourly Pay Rate</u>	<u>Hours Per Week</u>	<u>Period of Employment</u>
Lander, David	\$7.25	35	6/25/2008-9/3/2008
Lander, Matthew	\$7.25	35	6/25/2008-9/3/2008
Fitzpatrick, Brendan	\$7.15	35 #	6/25/2008-9/3/2008

# Employee is scheduled to split time between Custodian and Technology work.  
A roll call indicated unanimous approval.

- K. APPROVE ADMINISTRATOR SALARIES** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment and salaries of district administrators for the 2008-2009 fiscal year, as listed on Attachment C.

A roll call indicated unanimous approval.

- L. APPROVE CENTRAL OFFICE EMPLOYMENT CONTRACTS** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the 2008-2009 fiscal year employment contracts of Central Office personnel, as shown on Attachment D.

A roll call indicated unanimous approval.

- M. APPROVE EMPLOYMENT CONTRACTS/SALARIES OF SCHOOL BUSINESS ADMINISTRATOR AND ASSISTANT SUPERINTENDENT**  
It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the 2008-2009 fiscal year employment contracts and salaries of Donna Felezzola, School Business Administrator/Board Secretary; and Patricia Qualshie, Assistant Superintendent of Schools, as shown on Attachment D-1.

A roll call indicated unanimous approval.

- N. APPROVE SALARY OF SUPERINTENDENT** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve a salary of \$187,000 for the 2008-2009 fiscal year for Judith A. Rattner, Superintendent of Schools.

A roll call indicated unanimous approval.

- O. APPROVE STAFF TRANSFERS FOR 2008-2009** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the following transfers of personnel for the 2008-2009 school year:

<u>Name</u>	<u>From</u>	<u>To</u>
Marretta, Jeffrey	Thomas P. Hughes School	Mountain Park School
Quinonez, Elierzer	Elementary Schools World Language (Home School – Hughes)	Mountain Park School

A roll call indicated unanimous approval.

- P. APPROVE EMPLOYMENT OF 10-MONTH SECRETARIES** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of the following current staff members as 10-month secretaries for the 2008-2009 school year at the salaries indicated:

<u>Name</u>	<u>School</u>	<u>2008-2009 Salary</u>
** Penabad, Grace	Governor Livingston	\$34,396.47 (Step F + LL)
Rodriguez, Annette	Hamilton Terrace School	\$24,552.88 (Step S-5+L)

\*\* Supersedes appointment as 12-month Secretary, approved by the Board of Education on May 8, 2008.

Explanatory Note: Mrs. Penabad is currently employed as a 12-month Secretary; while Mrs. Rodriguez is employed as a 10-month School Aide.  
A roll call indicated unanimous approval.

- Q. MATERNITY LEAVE FOR JAIME CUCCHIARA** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education grant a leave of absence for maternity/disability to Jaime Cucchiara as of September 1, 2008, using her accumulated sick days from September 1, 2008, through October 17, 2008. It is also recommended that the Board grant Mrs. Cucchiara an unpaid leave of absence in accordance with the New Jersey Family Medical Leave Act from October 18, 2008, through November 8, 2008. It is anticipated that she will return to her position in the Berkeley Heights Public Schools on November 9, 2008. Mrs. Cucchiara is a part-time Occupational Therapist with the district's Child Study Team.  
A roll call indicated unanimous approval.

**R. MATERNITY LEAVE FOR JULIE FIGLAR** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education grant a leave of absence for maternity/disability to Julie Figlar as of September 1, 2008, using her accumulated sick days from September 1, 2008, through October 1, 2008. It is also recommended that the Board grant Mrs. Figlar an unpaid leave of absence in accordance with the New Jersey Family Medical Leave Act from October 2, 2008, through January 8, 2009. In addition, it is recommended that Mrs. Figlar be granted an unpaid child care leave of absence from January 9, 2009, through February 1, 2009. It is anticipated that she will return to her position in the Berkeley Heights Public Schools on February 2, 2009. Mrs. Figlar is a Reading Specialist at Hamilton Terrace School.

A roll call indicated unanimous approval.

**S. HIRING DIANE KOSTIBOS** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of Diane Kostibos of Florham Park as a substitute/replacement Reading Specialist in the Berkeley Heights Public Schools for the 2008-2009 school year, effective September 1, 2008, through February 3, 2009. Ms. Kostibos earned her Bachelor of Arts Degree in Education and her Master of Arts Degree in Reading Specialization, both from Kean University. She has over 20 years of experience as a teacher and director in private early childhood school settings. Her salary will be \$63,221, step 10c on the 2008-2009 teachers' salary schedule, prorated from September 1, 2008, through February 3, 2009.

Assignment: Hamilton Terrace School – Reading Specialist  
(substitute/replacement)

Certification: Standard Certificates – Reading Specialist, Teacher of Reading,  
Elementary School Teacher, Nursery School Teacher

Explanatory Note: Mrs. Kostibos is being recommended to replace a current staff member who will be going out on a maternity/disability and child care leave of absence.

A roll call indicated unanimous approval.

- T. HIRING LISA KETCHERICK** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of Lisa Ketcherick of Easton, Pennsylvania, as a Teacher in the Berkeley Heights Public Schools for the 2008-2009 school year. Ms. Ketcherick earned her Bachelor of Science Degree in Biopsychology from Cedar Crest College and she received her Master of Education Degree in Special Education from DeSales University. She has 4 years of teaching experience. Her salary will be \$60,957, step 5d on the 2008-2009 teachers' salary schedule.

Assignment: Governor Livingston High School – Teacher of Special Education/English

Certification: Standard Certificate – Teacher of the Handicapped

Explanatory Note: Ms. Ketcherick is being recommended to replace a current staff member who has announced her resignation.  
A roll call indicated unanimous approval.

- U. HIRING DANIEL MC GOVERN** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of Daniel McGovern of Roselle Park as a Teacher in the Berkeley Heights Public Schools for the 2008-2009 school year. Mr. McGovern earned his Bachelor of Science Degree in Physics from The College of New Jersey and he has 3 years of teaching experience. His salary will be \$54,246, step 7a on the 2008-2009 teachers' salary schedule.

Assignment: Governor Livingston High School – Teacher of Science/Physics

Certification: Standard Certificate – Teacher of Physics, Teacher of Mathematics

Explanatory Note: Mr. McGovern is being recommended to replace a current staff member who has announced her resignation.  
A roll call indicated unanimous approval.

- V. **HIRING CRISTINA CERULO** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of Cristina Cerulo of Millington as a Teacher in the Berkeley Heights Public Schools for the 2008-2009 school year. Ms. Cerulo earned her Bachelor of Arts Degree in Psychology/Special Education/Elementary Education and she received her Master of Arts Degree in Educational Psychology, both from Marist College. She completed her student teaching in Fall 2007 and she has three months of contracted teaching experience. Her salary will be \$52,196, step 2c on the 2008-2009 teachers' salary schedule.

Assignment: Thomas P. Hughes School – Teacher of Special Education

Certification: Standard Certificate – Teacher of the Handicapped;  
Certificate of Eligibility with Advanced Standing –  
Elementary School Teacher

Explanatory Note: Ms. Cerullo is being recommended to fill a vacancy resulting from the transfer of a current staff member.  
A roll call indicated unanimous approval.

- W. **HIRING JENNA SORRELL** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the employment of Jenna Sorrell of Elizabeth as a Teacher in the Berkeley Heights Public Schools for the 2008-2009 school year. Ms. Sorrell earned her Bachelor of Science Degree in Secondary Education/Mathematics from Temple University, she completed her student teaching experience in Fall 2007, and she has five months of substitute teaching experience. Her salary will be \$45,272, step 1a on the 2008-2009 teachers' salary schedule.

Assignment: Governor Livingston High School – Teacher of Mathematics

Certification: Certificate of Eligibility with Advanced Standing –  
Teacher of Mathematics

Explanatory Note: Ms. Sorrell is being recommended to fill a new position that was included in the 2008-2009 school district budget.  
A roll call indicated unanimous approval.

- X. **APPROVE REVISED SALARY FIGURE** It was moved by Mr. Smalley and seconded by Dr. Crisonino that the Board of Education approve the following revised salary figure for 2007-2008:

<u>Name</u>	<u>Revised 2007-2008 Salary</u>
Kayne, Katherine	\$75,790

A roll call indicated unanimous approval.

**BUSINESS**

- A. TRANSFER OF CURRENT YEAR SURPLUS TO RESERVE** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the Board of Education approve the following resolution:

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Berkeley Heights Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Berkeley Heights Board of Education has determined that \$100,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Berkeley Heights Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.  
A roll call indicated unanimous approval.

- B. TRANSFER OF INTEREST** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the Board of Education approve the transfer of interest earned from investment results on unspent bond proceeds to the General Account as per auditor's recommendation.

Explanatory Note: The amount of funds to be transferred will be determined as part of the annual audit.

A roll call indicated unanimous approval.

- C. APPROVE 2008-2009 TUITION AGREEMENT CONTRACT** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the that the Board of Education approve the Tuition Agreement Contract between the Berkeley Heights School District and the Union County Vocational-Technical Schools for the 2008-2009 school year as shown on Attachment E.  
A roll call indicated unanimous approval.

**D. APPROVE LEASE AGREEMENT FOR ICE HOCKEY RINK USE** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the Board of Education approve the 2007-2008 Lease Agreement with Union Sports Arena, L.L.C. for use of its ice skating rink for the Governor Livingston High School ice hockey team as per Attachment F.  
A roll call indicated unanimous approval.

**E. REJECT BID FOR ELECTRICAL UPGRADES AT COLUMBIA MIDDLE SCHOOL** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the that the Board of Education approve the following resolution:

WHEREAS, the Berkeley Heights Board of Education accepted bids on April 18, 2008 and five bids were submitted, and

WHEREAS, the variations of prices submitted and the complexities of the project have caused the Board of Education, as recommended by the architect, to substantially revise the specifications for the project,

THEREFORE BE IT RESOLVED, that the Board of Education approve the recommendation to reject the bids received for Electrical Upgrades at Columbia Middle School, and

BE IT FURTHER RESOLVED that the Board of Education authorize the re-bidding of the project.

A roll call indicated unanimous approval.

- F. APPROVE CHANGE ORDERS FOR HVAC UPGRADES AT COLUMBIA MIDDLE SCHOOL AND HUGHES ELEMENTARY SCHOOL** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the that the Board of Education approve the following change orders with H&S Construction & Mechanical, Inc.:

<b>Change Order #</b>	<b>Amount</b>	<b>Explanatory Note</b>
8	\$14,294.60	Reinstall HVAC and test piping in C wing at Columbia.
17R	(7,500.00)	Credit for 500 lbs. of galvanized sheet metal ductwork.
18R	(1,875.00)	Credit for 500 sq. ft. of external wrap duct insulation.
19R	(9,030.00)	Credit for 300 lf of 2" copper HVAC piping.
20R	(18,600.00)	Credit for 300 lf of 4" schedule 40 steel HVAC piping.
21R	(4,345.00)	Credit for 500 lf of 3/4" conduit.
22R	(5,940.00)	Credit for 500 lf of 1" conduit.
23R	(1,220.00)	Credit for 5 type A1 fixtures.
24R	(1,281.50)	Credit for 5 type A2 fixtures.
25R	(1,031.50)	Credit for 5 type B fixtures.
26R	(1,080.00)	Credit for 5 type C fixtures.
27R	(1,830.00)	Credit for 5 type X fixtures.
28	879.60	Remobilize start up crew for boilers 1 & 2 at Columbia.
30	(794.00)	Credit for 12 lf of heating baseboard

Explanatory Note: The construction manager and the architect have reviewed the labor and materials required by these change orders.  
A roll call indicated unanimous approval.

- G. APPROVE CHANGE ORDERS FOR WINDOW UPGRADES AT VARIOUS SCHOOLS** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the that the Board of Education approve the following change orders with H&S Construction & Mechanical, Inc.:

<b>Change Order #</b>	<b>Amount</b>	<b>Explanatory Note</b>
01	6,632.00	Install vinyl soffits in lieu of cement board at Columbia
02	12,472.00	Install vinyl soffits in lieu of cement board at Hamilton Terrace
03	(14,294.60)	Credit for heat pipe repairs after window installation at Columbia Middle School.

Explanatory Note: The construction manager and the architect have reviewed the labor and materials required by these change orders.  
A roll call indicated unanimous approval.

- H. APPROVE CHANGE ORDERS FOR AUDITORIUM UPGRADES AT GOVERNOR LIVINGSTON HIGH SCHOOL** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the Board of Education approve the following change orders with Grafas Painting Contractors:

<b>Change Order #</b>	<b>Amount</b>	<b>Explanatory Note</b>
14	\$7,840.00	Relocate 100 amp panel
15	2,882.00	Change feeds from panel M-4 to control booth
16	17,545.00	Extend 14 circuits from panel M-4 to H-4
17	33,416.00	Redesign of layout for auditorium speakers and 3 add'l speakers
18	9,248.00	Provide electrical work to initiate "sound down, lights up" for fire alarm
19	3,575.00	Provide add'l wallboard at catwalk area
20	3,820.00	Provide sub panel at panel M-4 for 225 amp breaker
21	5,878.00	Provide millwork modification at orchestra pit.
22	1,482.00	Relocate existing outlets in new wood panels.
23	716.00	Provide handrails at control platform steps.
24	837.00	Provide modified countertop leg supports at control platform.

Explanatory Note: The construction manager and the architect have reviewed the labor and materials required by these change orders.  
A roll call indicated unanimous approval.

- I. AWARD OF CONTRACT FOR DRIVEWAY PAVING REPAIRS** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the Board of Education approve the following resolution:

WHEREAS, NJSA 18A:18A-3 permits a Board of Education to award a contract, that does not exceed the threshold, without public advertising, and

WHEREAS, the bid threshold with a qualifying purchasing agent is \$29,000.00, and Donna A. Felezzola is a Qualified Purchasing Agent, and

WHEREAS, three competitive quotations were received,

NOW THEREFORE BE IT RESOLVED by the Berkeley Heights Board of Education that it hereby authorizes the award of a contract to Tri-Asphalt, Inc. in the amount of \$27,945.00 for driveway repaving and repairs at Mountain Park School.

A roll call indicated unanimous approval.

- J. RENEW DISTRICT PRINTING BID** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the Board of Education renew the bid for district printing needs for the 2008-2009 school year to E-Digital Graphics in the amount of \$19,350.00.

Explanatory Note: The renewal of this bid will allow for the preparation and printing of district printing needs at a significant dollar savings.  
A roll call indicated unanimous approval.

- K. APPROVE INTERACTIVE WHITEBOARD PURCHASE** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the Board of Education approve the purchase of ten (10) Promethean interactive whiteboards from Logical Choice Technologies in the amount of \$63,200.00 for use in various schools.

Explanatory Note: Logical Choice Technologies is the carrier of the Promethean Whiteboard label and is the only supplier of the version that is being used in the district.  
A roll call indicated unanimous approval.

- L. AWARD CONTRACT FOR ASBESTOS ABATEMENT AT VARIOUS SCHOOLS** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the Board of Education approve the following resolution:

WHEREAS, Berkeley Heights Board of Education accepted bids on June 17, 2008 and nine bids were submitted, and

WHEREAS, Berkeley Heights Board of Education must reject the lowest bid from WRS Environmental Services as non-responsive due to material defects and failure to include proper documentation, and

WHEREAS, the award will go to the second lowest bidder,

NOW THEREFORE BE IT RESOLVED by the Berkeley Heights Board of Education that it hereby authorizes the award of a contract to Lilich Corporation, subject to attorney review, for the base bid amount of \$92,400.00 and the Alternate Bid amount of \$64,000.00 to provide Asbestos Abatement at Various Schools.

A roll call indicated unanimous approval.

- M. AWARD CONTRACT FOR LOCKER REPLACEMENT** It was moved by Mr. Sincaglia and seconded by Mr. Smalley that the Board of Education authorize the award of a contract to The Locker Man for locker replacement through the District's Bidding Cooperative for the following:

Governor Livingston hallway "by Room #121"	\$13,465.00
Governor Livingston Girls' Team Room	10,885.00
Columbia Middle School Girls' Gym Area	26,885.00
Columbia Middle School Boys' Locker Room	26,885.00
Columbia Middle School hallway "Upper C"	38,865.00
Columbia Middle School hallway "B"	14,865.00

A roll call indicated unanimous approval.

## FINANCE

- A. APPROVAL OF BOARD SECRETARY'S REPORT** It was moved by Mr. Smalley and seconded by Mr. Lisk that the Board of Education, pursuant to N.J.A.C. 6A:23A-2.3, certifies that as of May 31, 2008, after review of the Board Secretary's monthly financial report (appropriations section) and upon consultation with appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-2.3, and sufficient funds are available to meet the district's financial obligations for the remainder of the year.  
A roll call indicated unanimous approval.
- B. APPROVAL OF TRANSFERS** It was moved by Mr. Smalley and seconded by Mr. Lisk that the Board of Education authorize transfers for May, 2008.  
A roll call indicated unanimous approval.
- C. APPROVAL OF TREASURERS REPORT** It was moved by Mr. Smalley and seconded by Mr. Lisk that the Board of Education accept the financial reports of the Board Secretary and the Treasurer of School Funds for the months ending, May 31, 2008.  
A roll call indicated unanimous approval.
- D. PAYMENT OF BILLS** It was moved by Mr. Smalley and seconded by Mr. Lisk that the Board of Education approve for payment the bills as listed on the bill lists as follows:

5/30/2008	Payroll	\$1,318,541.00
6/13/2008		1,796,399.86
6/19/2008	Accounts Payable	692,297.58
		<hr/>
		\$3,807,238.44

A roll call indicated unanimous approval.

## FISCAL AGENT

- A. PAYMENT OF BILLS** It was moved by Dr. Crisonino and seconded by Mr. Lisk that the Board of Education, acting as Fiscal Agent for the Union County Regional High School District #1, approve the bills as listed on the bills list dated June 19, 2008, in the amount of \$1,426.12.

A roll call indicated unanimous approval.

Mrs. Williams abstained.

- B. RESOLUTION FOR BERKELEY HEIGHTS BOARD OF EDUCATION IN ITS CAPACITY AS L.E.A. FOR THE DISSOLVED UNION COUNTY REGIONAL HIGH SCHOOL DISTRICT**

It was moved by Dr. Crisonino and seconded by Mr. Lisk that the Board of Education approve the following resolution:

WHEREAS, in its capacity as L.E.A., the Board has been holding in reserve monies relating to outstanding liabilities for the now-dissolved Union County Regional High School District #1; and

WHEREAS, said liabilities have been resolved; and

WHEREAS, consistent with the governing order of the Commissioner of Education, as remanded by the Supreme Court of New Jersey, 76% of the funds remaining are to be distributed to the Mountainside Board of Education and 24% to the Garwood Board of Education, as a result of the fact that they did not receive any building, grounds, furnishings and equipment following the dissolution; and

WHEREAS, as of May 31, 2008, the amount in the reserve account, which has been gaining interest, is \$114,989.64; and

WHEREAS, in consideration of the bills list dated June 19, 2008 and in anticipation of a final bill for legal services and additional interest funds to be credited to the account; and

WHEREAS, a final audit will be completed on July 1, 2008, and

NOW THEREFORE BE IT RESOLVED that the final balance of those monies held in reserve and calculated through June 30, 2008, consistent with the aforementioned calculations, shall be disbursed by the Board Secretary, in her capacity as fiscal agent for the L.E.A., to the Mountainside Board of Education a check equivalent to 76% of the balance and to the Garwood Board of Education a check equivalent to 24% of the balance as of June 30, 2008.

A roll call indicated unanimous approval.

Mrs. Williams abstained.

**FINAL CITIZENS HEARING**

There was no one who wished to be heard at this time.

**OTHER BUSINESS**

There was no other business to be presented.

**ADJOURNMENT**

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

Motion carried.

The meeting was adjourned at 8:55 PM.

Respectfully submitted,

Donna A. Felezzola  
School Business Administrator/ Board Secretary