

**BERKELEY HEIGHTS BOARD OF EDUCATION
COMBINED CONFERENCE & REGULAR MEETING
MINUTES
FEBRUARY 5, 2009**

CALL TO ORDER

The Combined Conference & Regular Meeting of the Berkeley Heights Board of Education was called to order on Thursday, February 5, 2009 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. Reinstein, Mr. Smalley, Ms. Walsh and Mrs. Williams. Also present were Mrs. Rattner, Mrs. Qualshie and Mrs. Felezzola. Mr. Sincaglia was absent.

STATEMENT

Mr. Beisser read the following statement:

On April 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 April 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 Middle School.

ADJOURN TO EXECUTIVE SESSION

It was moved by Mr. Reinstein and seconded by Mrs. Kirsch 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 and Employment 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.

RETURN TO PUBLIC SESSION

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

The meeting was reconvened at 8:00 PM in the Columbia Middle School Music 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. Reinstein that the Board of Education approve the minutes of the Conference Meeting held January 8, 2009, and the Regular Meeting held January 22, 2009.

CORRESPONDENCE

Mrs. Felezzola presented the following correspondence as listed to the Board for their review and information.

A. Card from S. Poage, Re: Thank you

REPORT OF THE STUDENT REPRESENTATIVES

Wendy Lin reported on mid-terms, the girls' locker renovations and 8th grade orientation.

John McNamara announced that "King of Hearts" will take place next month and the Senior Prom fashion show has been planned.

Wendy Lin reported on club activities including a TREND trip to the Rockefeller Center.

John McNamara announced the sports results.

REPORT OF THE SUPERINTENDENT

Mrs. Rattner announced that a Special Education Self Assessment program, will take place on February 9, 2009.

Mrs. Rattner announced that the Municipal Alliance is sponsoring a program on prescription drugs on February 18, 2009 at Governor Livingston.

Mrs. Rattner reported that Kindergarten registration is underway.

It was moved by Mrs. Kirsch and seconded by Mr. Reinstein to accept the Superintendent's Report.

Motion carried.

LIAISON REPORTS

There were no liaison reports to be presented to the Board.

FACILITIES REPORT

Mrs. Felezzola reported on the Columbia Middle School electrical upgrade.

PRELIMINARY CITIZENS HEARING

There were no citizens who wished to be heard.

ADMINISTRATION

- A. APPROVE PROFESSIONAL DEVELOPMENT DAYS/TRAVEL REIMBURSEMENT** It was moved by Mr. Reinstein and seconded by Dr. Crisonino that the Board of Education amend Attachment A to include Mrs. Kirsch as an attendee to the UCSBA workshop on Random Drug Testing on February 25, 2009, and

BE IT FURTHER RESOLVED, that the Board of Education approve professional development days and travel reimbursement for district staff members, as indicated on Attachment A.

A roll call indicated unanimous approval.

Mrs. Kirsch and Mr. Smalley abstained.

EDUCATION

- A. APPROVE STUDENT FIELD TRIPS** It was moved by Mr. Reinstein and seconded by Dr. Crisonino that the Board of Education approve the participation of district students and staff members in educational field trips, as listed on Attachment B.

A roll call indicated unanimous approval.

- B. APPROVE EMPLOYMENT OF PROFESSIONAL DEVELOPMENT PRESENTER** It was moved by Mr. Reinstein and seconded by Dr. Crisonino that the Board of Education approve the employment of Colleen Doogan for the purpose of conducting professional development workshops during the second semester of the 2008-2009 school year, training Berkeley Heights School District elementary teachers in the Columbia University Writing Project, at a cost not to exceed \$7,200.00.
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 of Education approve the employment of the substitute/supplemental personnel listed below for the 2008-2009 school year:

Teachers

Kostibos, Diane
Madison, NJ

Lisk, Lisa
Berkeley Heights, NJ

Elementary Guidance Counselor
(@ \$100.00 per day)

Fenimore, Noelle
Bernardsville, NJ

Home Instructors

Brown, Belinda
Hillside, NJ

Deo, Steven
Basking Ridge, NJ
A roll call indicated unanimous approval.

- B. APPROVE TERMINATION OF DISTRICT STAFF MEMBER** It was moved by Mrs. Kirsch and seconded by Mr. Smalley that the Board of Education approve the termination of the employment of the staff member whose name is on file with the Superintendent, with 60 days notice as provided in the employee's contract, effective immediately. The Superintendent also recommends that the employee not provide services during the 60-day notice period, as allowed by N.J.S.A. 18A:27-9.
A roll call indicated unanimous approval.

- C. APPROVE REVISION OF EMPLOYMENT CONTRACTS/SALARIES** It was moved by Mrs. Kirsch and seconded by Mr. Smalley that the Board of Education approve the revision of the following employment contract/salary for the 2008-2009 school year, effective September 1, 2008:

<u>Name</u>	<u>Original Contract/Salary</u>	<u>Revised Contract/Salary</u>
Henry Ruban (District Transportation staff)	24.25 hours per week \$19.95 per hour	25.5 hours per week \$19.95 per hour
	\$17,416.35 annual salary	\$18,314.10 annual salary

A roll call indicated unanimous approval.

- D. APPROVE PAYMENT OF STIPEND** It was moved by Mrs. Kirsch and seconded by Mr. Smalley that the Board of Education approve payment of a stipend of \$10,000.00 for the 2008-2009 school year to Ronald Nash as compensation for serving as administrator of the Teaching American History Grant within the Berkeley Heights School District. Mr. Nash, who retired from the Berkeley Heights teaching staff last year, is paid this stipend from grant monies as per the regulations which govern participation in this grant program. A roll call indicated unanimous approval.

BUSINESS

- A. AWARD CONTRACT FOR INSULATION INSTALLATION** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education authorize the award of a contract to Grafas Painting Contractors, Inc for insulation installation in the Administration Building through the District's Bidding Cooperative in the amount of \$8,500.00. A roll call indicated unanimous approval.

18. FINANCE

- A. APPROVAL OF BOARD SECRETARY'S REPORT** It was moved by Mr. Reinstein and seconded by Dr. Crisonino that the Board of Education, pursuant to N.J.A.C. 6A:23A-2.3, certifies that as of January 31, 2009, 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. Reinstein and seconded by Dr. Crisonino that the Board of Education authorize transfers for January, 2009. A roll call indicated unanimous approval. Mr. Smalley abstained.

FINAL CITIZENS HEARING

There were no citizens who wished to be heard.

OTHER BUSINESS

Mr. Reinstein stated that the dates for the budget meetings need to be changed.

It was moved by Mr. Reinstein and seconded by Mr. Smalley that the Combined Conference & Regular Meeting & Meeting to Adopt the Tentative Budget scheduled for March 5, 2009 be rescheduled for March 17, 2009, that the Budget Hearing & Regular Meeting scheduled for March 23, 2009 be changed to a Regular Meeting and a Budget Hearing & Regular Meeting be scheduled for April 1, 2009. A roll call indicated unanimous approval.

The board discussed the letter the Cranford Board of Education sent to the Department of Education regarding the frustration of dealing with state regulations. The board will prepare their own letter to be sent to the Commissioner of Education. Comments should be forwarded to Mrs. Rattner.

ADJOURNMENT

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

Motion carried.

The meeting was adjourned at 8:23 PM.

Respectfully submitted,

Donna A. Felezzola
School Business Administrator/ Board Secretary