

**BERKELEY HEIGHTS BOARD OF EDUCATION  
COMBINED CONFERENCE & REGULAR MEETING  
MINUTES  
DECEMBER 10, 2009**

**CALL TO ORDER**

The Combined Conference & Regular Meeting of the Berkeley Heights Board of Education was called to order on Thursday, December 10, 2009 at 7:00 PM in the Clausen Administrative 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. Sincaglia, Mr. Smalley, Ms. Walsh and Mrs. Williams. Also present were Mrs. Rattner, Mrs. Qualshie and Mrs. Felezzola.

**STATEMENT**

Mr. Beisser read the following statement:

On April 30, 2009, 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 1, 2009, 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. 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, Legal, Student Matter, and Negotiations.

**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. Sincaglia that the Board of Education return to Public Session. Motion carried.

The meeting was reconvened at 8:30 PM in the Columbia Middle 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. Reinstein and seconded by Mrs. Kirsch that the Board of Education approve the minutes of the Executive Session Board Meeting held November 12, 2009, and the Combined Conference and Regular Meeting held November 19, 2009.

### **CORRESPONDENCE**

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

- A. Letter from Governor Livingston PTO, Re: Donation
- B. Letter from D. Niceforo, Re: Negotiations

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

John McNamara gave an update on the college application process.

John reported on the following:

- Fall Fling
- Volleyball Tournament
- Penny Wars will begin after break.
- National Honor Society offers tutoring.
- Holiday Food Drive

Conor Quinn reported on the following:

Random Acts of Kindness  
Link Crew  
Sports Results

### **REPORT OF THE SUPERINTENDENT**

Mrs. Rattner stated that the Eighth Grade Talent Show was held today.

Mrs. Rattner reported the website has been updated to include a “Public Announcements” section.

Mrs. Rattner announced that Governor Livingston athletes participating in fall sports have received state and group level recognition.

Mrs. Rattner stated that instrumental and musical programs are beginning throughout the district.

Mrs. Rattner announced parent programs beginning with Project Pride, a program that presents inmates who talk about their experiences, on January 11th. Other programs include Bullying Prevention, Internet Safety, and a suicide prevention program called Ryan’s Story. Mrs. Rattner is working with the Municipal Alliance and the Berkeley Heights Education Foundation to present these programs.

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

### **LIAISON REPORTS**

Mrs. Kirsch attended a workshop sponsored by Union County School Boards Association and presented jointly with Essex county School Board Association where they discussed curriculum changes. The group reviewed national curriculum standards and budgetary concerns.

Mrs. Kirsch reported that Union County Educational Services Commission received a donation from BMW who sponsored a road race.

Mr. Smalley announced the next workshop sponsored by Union County School Boards Association will be February 10, 2010 on shared services.

Mr. Beisser attended the area PTO Meeting where they discussed school issues and negotiations.

Mr. Sincaglia reported on the second Finance Committee budget review meeting. He announced that the third meeting will be rescheduled. The committee is concerned about state and federal funding and the likelihood that there will be a reduction in state aid next year.

Mr. Sincaglia reported that the Board of Education and the BHEA reached a tentative agreement on Monday night. They are preparing a Memorandum of Agreement. The negotiation process resulted in both sides making concessions. He reviewed the timeline for completion and thanked the committee, as well as Mr. Beisser, Mrs. Rattner and Mrs. Felezzola for their help.

## **FACILITIES REPORT**

Mrs. Felezzola reported on the Field Improvements project and the plans for the Thomas P. Hughes MultiPurpose Room upgrades.

Mr. Beisser thanked Mr. Scalera for his participation involving the field project and suggested a Ribbon Cutting Ceremony with the Recreation Department and PAL.

## **PRELIMINARY CITIZENS HEARING**

There was no one who wished to address the Board at this time.

## **ADMINISTRATION**

### **Items A-B: All Board members.**

- A. APPROVE PROFESSIONAL DEVELOPMENT DAYS/TRAVEL REIMBURSEMENT** It was moved by Mr. Sincaglia and seconded by Dr. Crisonino 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.
- B. POLICIES/REGULATIONS** It was moved by Mr. Sincaglia and seconded by Dr. Crisonino that the Board of Education approve the following new and revised policies after this second reading:

School District Travel 6471

Payroll Authorization 6510

Audit and Comprehensive Annual Financial Report 6830

Conditions of Receiving State Aid 6832

It is also recommended by the Superintendent of Schools that the Board introduce for study and the first reading of the following new and revised bylaws/policies:

Board Member Election and Appointment 0143

Board Member Orientation 0144

Board Officers 0152

Public Participation in Board Meetings 0167

Needless Public Labeling of Pupils with Disabilities 2466

New Jersey Quality Single Accountability Continuum (QSAC) 2631

Service Animals 5337

Emergency Contracts 6424

A roll call indicated unanimous approval.

## **EDUCATION**

### **Item A: All Board members.**

- A. **APPROVE STUDENT FIELD TRIPS** It was moved by Mr. Reinstein and seconded by Mrs. Kirsch 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.

## **PERSONNEL**

### **Items A-G: All Board members. Items H-T: Berkeley Heights only.**

- A. **SUBSTITUTE/SUPPLEMENTAL PERSONNEL** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the employment of the substitute/supplemental personnel listed below for the 2009-2010 school year:

Teachers/Teacher Aides

Lordi, Amy

Garwood, NJ

Murphy, Christine

Berkeley Heights, NJ

Teacher Aides

Sale, Elizabeth

Berkeley Heights, NJ

HELP Teacher @ \$21.80

Bodner, Janel

Glen Gardner, NJ

Home/Individual Instructor

Barlettano, William  
Bloomfield, NJ

Secretary

Stickles, Genevieve  
Mountainside, NJ

A roll call indicated unanimous approval.

- B. APPROVE COMPENSATION FOR SUPERVISORS FOR GYMNASTICS EVENTS** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve payment of compensation, as per BHEA Agreement, to Beryl Roman and Lisa Moretti, Teachers of Health and Physical Education at Governor Livingston High School, for serving as supervisors/chaperones for two (2) Governor Livingston students who participated in interscholastic gymnastics meets during the 2009 season. Ms. Moretti had been approved by the Board for this assignment at its September 10, 2009, meeting; this approval is needed for three additional meets at which Ms. Moretti (October 8 and 13) and Ms. Roman (November 7) served in this capacity.  
A roll call indicated unanimous approval.

- C. APPROVE COMPENSATION FOR VIDEO/TECHNICAL WORK** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the payment of compensation at the rate of \$45 per hour to Joseph Voorhees, Teacher of Television Production at Governor Livingston High School, for the video/technical work he performed at the school on October 15th (Township Council Candidates Debate) and October 18th (Highlander Band Pageant). Mr. Voorhees worked a total of 11 hours on these events; total recommended compensation would be \$495.00.  
A roll call indicated unanimous approval.

- D. EXTRA TEACHING PERIOD ASSIGNMENT** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the employment of the following district staff member to teach an additional class assignment, beyond her normal teaching schedule, during the 2009-2010 school year, effective December 11, 2009, through June 30, 2010:

Governor Livingston High School

<u>Name</u>	<u>Subject</u>	<u>Assignment</u>	<u>Payment in Addition to Regular Salary #</u>
Lisa Wasser-Berlin	Special Education	25%	\$2,141.75

#2008-2009 payment amount. To be adjusted to actual 2009-2010 figure when a new negotiated Agreement between the Board of Education and Berkeley Heights Education Association is approved and finalized.

A roll call indicated unanimous approval.

- E. RETIREMENT OF CLIFFORD LAUTERHAHN** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education accept, with regret, the retirement of Clifford Lauterhahn from his position as District Student Assistance Coordinator, effective February 1, 2010. A roll call indicated unanimous approval.
- F. APPROVE REVISED RESIGNATION DATE** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve a revised resignation date of January 1, 2010, for Janet Fullowan from her part-time position as District Substitute Caller. The Board had originally accepted Mrs. Fullowan's resignation at its November 19, 2009, meeting. A roll call indicated unanimous approval.
- G. EMPLOYMENT OF DISTRICT SUBSTITUTE CALLER** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the employment of Erica Elmi of Berkeley Heights as District Substitute Caller for the 2009-2010 school year, effective January 1, 2010, through June 30, 2010, at the annual stipend of \$8,000 (prorated from January 1, 2010, to June 30, 2010) for this part-time position. Mrs. Elmi has been employed in the Berkeley Heights Public Schools as a substitute teacher, teacher aide and secretary for the past 12 years. A roll call indicated unanimous approval.
- H. APPROVE TERMINATION OF DISTRICT STAFF MEMBER** It was moved by Mr. Smalley and seconded by Ms. Walsh 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.
- I. MATERNITY LEAVE FOR CATHLEEN CIARELLI** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education grant a leave of absence for maternity/disability to Cathleen Ciarelli, using her accumulated sick days from December 1, 2009, through January 19, 2010. It is also recommended that the Board grant Mrs. Ciarelli an unpaid leave of absence in accordance with the New Jersey Family Leave Act from January 20, 2010, through April 20, 2010. In addition, it is recommended that the Board approve Mrs. Ciarelli's request for an unpaid child care leave of absence from April 21, 2010, through June 30, 2010. It is anticipated that she will return to her position in the Berkeley Heights Public Schools on September 1, 2010. Mrs. Ciarelli is a Grade 3 Teacher at Mountain Park School. A roll call indicated unanimous approval.

- J. MATERNITY LEAVE FOR PATRICIA SCHIFFL** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education grant a leave of absence for maternity/disability to Patricia Schifffl as of February 12, 2010, using her accumulated sick days from February 12, 2010, through March 30, 2010. It is also recommended that the Board grant Mrs. Schifffl an unpaid leave of absence in accordance with the New Jersey Family Leave Act from March 31, 2010, through May 31, 2010. It is anticipated that she will return to her position in the Berkeley Heights Public Schools on June 1, 2010. Mrs. Schifffl is a Teacher of Computers in the district's elementary schools.  
A roll call indicated unanimous approval.
- K. EXTEND LEAVE OF ABSENCE FOR NEILA SCHMIDT** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the request of Neila Schmidt to extend her unpaid child care leave of absence through June 30, 2010. It is anticipated that she will return to her position in the Berkeley Heights Public Schools on September 1, 2010. Mrs. Schmidt has been out on a maternity and child care leave of absence since June 2009; the Board initially approved her request for this leave at its meeting May 7, 2009. Mrs. Schmidt is a Grade 6 Teacher at Columbia Middle School.  
A roll call indicated unanimous approval.
- L. EXTEND LEAVE OF ABSENCE FOR ANNAMARIE SIMONELLI** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the request of Annamarie Simonelli to extend her unpaid child care leave of absence through June 30, 2010. It is anticipated that she will return to her position in the Berkeley Heights Public Schools on September 1, 2010. Mrs. Simonelli has been out on a maternity and child care leave of absence since May 2009; the Board initially approved her request for this leave at its meeting on April 16, 2009. Mrs. Simonelli is a Grade 4 Teacher at Thomas P. Hughes School.  
A roll call indicated unanimous approval.
- M. HIRING KIMBERLY HOWARD** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the employment of Kimberly Howard of Basking Ridge as a Teacher in the Berkeley Heights Public Schools for the 2009-2010, effective December 1, 2009, through June 30, 2010. Mrs. Howard earned her Bachelor of Science Degree in Health and Physical Education from Ithaca College and she completed her certification coursework in Special Education through Western Carolina University and Kean University. She has nearly 4 years of teaching experience and she served as a substitute/replacement Teacher for over four months during 2008-2009 in the position for which she is being recommended. In addition, Mrs. Howard has been employed as a HELP Teacher and part-time Teacher of Physical Education at Mary Kay McMillin Early Childhood Center during the current school year. Mrs. Howard's salary will be \$51,716, step 4b on the 2008-2009 teachers' salary schedule (to be adjusted to step 4b on the 2009-2010 teachers' salary schedule when a new negotiated Agreement

between the Board of Education and Berkeley Heights Education Association is approved and new salary guides are established).

Assignment: Mary Kay McMillin Early Childhood Center –  
Teacher of Preschool Disabilities/ABA.

Certification: Provisional Certificate – Teacher of Students with Disabilities;  
Standard Certificates – Elementary School Teacher in Grades K-5,  
Teacher of Physical Education, Elementary School Teacher with  
Mathematics Specialization in Grades 5-8.

Explanatory Note: Mrs. Howard has been recommended to fill the position vacated by a staff member who has been recommended for termination. A roll call indicated unanimous approval.

- N. HIRING AMY LORDI** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the employment of Amy Lordi as a substitute/replacement Teacher in the Berkeley Heights Public Schools for the 2009-2010 school year, effective December 7, 2009, through June 30, 2010. Ms. Lordi earned her Bachelor of Arts Degree in Communication Studies from West Virginia University and she received her Bachelor of Arts Degree in Early Childhood Education from Kean University. She has over 3 years of private school teaching experience. Her salary will be \$50,598 (prorated from December 7, 2009, through June 30, 2010), step 1c on the 2008-2009 teachers' salary schedule (to be adjusted to step 1c on the 2009-2010 teachers' salary schedule when a new negotiated Agreement between the Board of Education and Berkeley Heights Education Association is approved and new salary guides are established).

Assignment: Mountain Park School – Grade 3 Teacher (substitute /replacement).

Certification: Standard Certificates – Elementary School Teacher in Grade K-5,  
Teacher of Preschool through Grade 3.

Explanatory Note: Ms. Lordi has been recommended to replace a staff member who has gone out on a maternity/disability leave of absence. A roll call indicated unanimous approval.

- O. APPROVE REVISED EMPLOYMENT CONTRACT DATES** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve revised employment contract dates for the following district substitute/replacement teachers:

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Revised Contract Dates</u>
Roberta Gutch	Columbia	Grade 6 Teacher	9/1/2009-6/30/2010
Fern Wolkin	Hughes	Grade 4 Teacher	9/1/2009-6/30/2010

Explanatory Note: The aforementioned staff members are currently serving as substitute/replacements for two teachers who have requested extensions to their respective leaves of absence (see Personnel items K and L).  
A roll call indicated unanimous approval.

- P. APPROVE COMPENSATION FOR PART-TIME STAFF MEMBER** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve payment of compensation in the amount of \$332.88 to Brenda Marley, part-time Reading Specialist at Mary Kay McMillin Early Childhood Center, for her required participation in an out-of-district seminar on November 17, 2009, a day on which she would not normally be working. The aforementioned amount is the per-diem rate of her 2008-2009 annual salary figure (\$39,945.60), to be adjusted to the per-diem rate of her 2009-2010 annual salary upon the approval and finalization of a new BHEA Agreement.  
A roll call indicated unanimous approval.

- Q. EXTRA-CURRICULAR ACTIVITIES** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve extra-curricular activities, staff members, assignments and stipends for the 2009-2010 school year (the stipend amount listed below is from the 2008-2009 school year; a revised stipend amount will be approved upon the approval and finalization of a new BHEA Agreement):

<u>Mountain Park School</u>		<u>2008-2009</u>
<u>Activity/Position</u>	<u>Instructor/Supervisor</u>	<u>Stipend</u>
Drama Club Advisor	Elierzer Quinonez	\$1,715.00 #

# Appointment originally approved by the Board of Education on November 19, 2009; stipend amount has been corrected and revised.  
A roll call indicated unanimous approval.

- R. EXTRA TEACHING PERIOD ASSIGNMENT** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the employment of the following district staff member to teach an additional class assignment, beyond her normal teaching schedule, during the 2009-2010 school year, effective December 11, 2009, through June 30, 2010:

<u>Columbia Middle School</u>			Payment in Addition to
<u>Name</u>	<u>Subject</u>	<u>Assignment</u>	<u>Regular Salary#</u>
Kirsten Perfilio	Special Education	25%	\$2,141.75

#2008-2009 payment amount. To be adjusted to the actual 2009-2010 figure when a new negotiated Agreement between the Board of Education and Berkeley Heights Education Association is finalized.  
A roll call indicated unanimous approval.

- S. APPROVE EMPLOYMENT OF CONSULTANT** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the employment of Dr. Kimberly Vogt, Autism Consultant, to observe, assist, review and assess the Berkeley Heights School District's Preschool Program as per the Memorandum and Service Agreement (Attachment C). Dr. Vogt will replace Ellen Murphy, the consultant who was approved by the Board at its meeting on October 22, 2009. The cost of employing this consultant will be covered by Individuals With Disabilities Education Act (IDEA)/American Recovery and Reinvestment Act (ARRA) grant funding.  
A roll call indicated unanimous approval.

- T. HIRING SANDRA HERNANDEZ** It was moved by Mr. Smalley and seconded by Ms. Walsh that the Board of Education approve the employment of Sandra Hernandez of Fort Lee as a substitute/replacement Reading Specialist in the Berkeley Heights Public Schools for the 2009-2010 school year, effective December 15, 2009, through June 1, 2010. Ms. Hernandez earned her Bachelor of Science Degree in Elementary Education from New York University and she received her Master of Arts Degree in Applied Educational Psychology: Reading Specialist from Teachers College of Columbia University. She has 11 years of experience as a teacher and Reading Specialist. Her compensation rate will be \$325.00 per day.

Assignment: Thomas P. Hughes School – Reading Specialist  
(substitute/replacement)

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

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

## **BUSINESS**

### **Item A-B: All Board members. Items C-F: Berkeley Heights only.**

- A. ACCEPT DONATION** It was moved by Mr. Reinstein and seconded by Mrs. Kirsch that the Board of Education accept the donation of teacher grants valued at \$500.00 from the Governor Livingston PTO.  
A roll call indicated unanimous approval.
- B. AUTHORIZE ARCHITECT TO SUBMIT APPLICATION PACKAGE** It was moved by Mr. Reinstein and seconded by Mrs. Kirsch that the Board of Education authorize USA Architects, Somerville, New Jersey, and the School Business Administrator, as applicable, to prepare and submit on behalf of the Berkeley Heights Board of Education, to the Department of Education, the Schematic Submission Package for Wrestling Room Upgrades at Governor Livingston High School and to make the necessary changes to the Long Range Facility Plan.  
A roll call indicated unanimous approval.
- C. ACCEPT DONATION** It was moved by Mr. Reinstein and seconded by Mrs. Kirsch that the Board of Education that the Board of Education accept the donation of five tuba mouthpieces, one three-quarters size cello and one Ludwig snare drum and stand, valued at approximately \$825.00, from Mr. David Grego.  
A roll call indicated unanimous approval.
- D. APPROVE JOINT TRANSPORTATION CONTRACT** It was moved by Mr. Reinstein and seconded by Mrs. Kirsch that the Board of Education that the Board of Education approve the 2009-2010 Joint Transportation Contract between the Berkeley Heights Board of Education and the Bound Brook Board of Education to transport one auditorily impaired student to Union County Vocational Technical School for the school year for a total charge of \$531.70.  
A roll call indicated unanimous approval.
- E. APPROVE E-RATE FUNDING AGREEMENT** It was moved by Mr. Reinstein and seconded by Mrs. Kirsch that the Board of Education that the Board of Education approve an agreement with On-Tech Consulting to prepare E-Rate Funding applications for the 2010-2011 school year.

Explanatory Note: Participation in this federally-sponsored E-Rate Funding program reduces the district's communications costs and is recommended as Best Practice to achieve efficiencies in operations.

A roll call indicated unanimous approval.

- F. APPROVE PARTICIPATION IN THE ALLIANCE FOR COMPETITIVE TELECOMMUNICATIONS (ACT)** It was moved by Mr. Reinstein and seconded by Mrs. Kirsch that the Board of Education that the Board of Education approve continued participation in the Alliance for Competitive Telecommunications with the Monmouth-Ocean Educational Services Commission and the New Jersey Association of School Business Officials (NJASBO) for the period July 1, 2010 to June 30, 2012.

Explanatory Note: ACT is a telecommunications aggregation program that has combined the purchasing power of a number of school districts for the purchase of telecommunication services. The original contract awarded through a bidding cooperative with the Monmouth-Ocean Educational Services Commission and the New Jersey Association of School Business Officials (NJASBO) expires June 30, 2009. The district will save approximately \$2,000.00 per month in telephone costs.

A roll call indicated unanimous approval.

## FINANCE

### Item A: All Board members. Items B-C: Berkeley Heights only.

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

11/13/2009	Payroll	\$1,886,479.23
11/30/2009		1,375,760.78
12/10/2009	Accounts Payable	686,956.30
		<hr/>
		\$3,949,196.31

A roll call indicated unanimous approval.

- B. APPROVAL OF BOARD SECRETARY'S REPORT** It was moved by Dr. Crisonino and seconded by Mrs. Kirsch that the Board of Education, pursuant to N.J.A.C. 6A:23A-2.3, certifies that as of November 30, 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.

- C. APPROVAL OF TRANSFERS** It was moved by Dr. Crisonino and seconded by Mrs. Kirsch that the Board of Education authorize transfers for November, 2009. A roll call indicated unanimous approval.

## **FINAL CITIZENS HEARING**

There was no one who wished to address the Board at this time.

## **OTHER BUSINESS**

It was moved by Mrs. Kirsch and seconded by Mr. Sincaglia to change the Conference Meeting scheduled for January 7, 2010 to a Combined Conference & Regular Meeting.

## **ADJOURNMENT**

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

A roll call indicated unanimous approval.

The public session of the meeting was adjourned at 9:08 PM.

Respectfully submitted,

Donna A. Felezzola  
School Business Administrator/Board Secretary