

**BERKELEY HEIGHTS BOARD OF EDUCATION
EXECUTIVE SESSION
MINUTES
OCTOBER 12, 2023**

CALL TO ORDER

The Berkeley Heights Board of Education held a Meeting on Thursday, October 12, 2023, in the Governor Livingston High School Cafeteria. The Meeting was called to order by the Board President, Mrs. Angela Penna, at **6:45pm.**

ROLL CALL

Ms. Bradford	Dr. Varley, Superintendent of School
Mr. Cianciulli	Dr. Anthony Giordano, Assistant Superintendent
Dr. Foregger	Mr. Nicholas Puleio, Assistant Business Administrator/Board Secretary
Mr. Hyman (arrived at 7:05 p.m.)	Mr. Mark Wentzel, Board Attorney
Mrs. Khanna	
Mrs. Penna	
Mrs. Stanley	
Mrs. Young	

DISCUSSION

PERSONNEL MATTERS-


- Dr Varley introduced the candidate (KC) for the position of Director of STEAM. BOE members asked questions, and reviewed the candidates resume. Motion on agenda to appoint KC at public meeting.
- Discussion regarding teacher resignation was discussed by Administration and Legal Counsel. Motion will be added to the agenda to accept same.

STUDENT MATTERS

LEGAL MATTERS-

- Legal counsel MW reviewed and updated the Board on some pending legal matters.
- **Executive Session adjourned at approximately 7:45 p.m.**

Respectfully submitted,


Nicholas Puleio
Interim Assistant Business Administrator/Board Secretary

**FINANCE AND FACILITIES
COMMITTEE MEETING
Minutes
October 10, 2023**

TIME: 10:30am

INVITEES: Angela Penna, Dipti Khanna, Melissa Varley, Ron Smith, Nick Puleio, Kelly Sheehan, Anthony Giordano, Samantha Oates

ABSENT: Joy Young, Robert Cianciulli, Richard Romano

- **Update RFP Status**

- Mr. Smith and Mr. Puleio announced the district received 9 Architectural Firm proposals.
- Mr. Smith and Mr. Puleio mentioned Attorney Firm proposals are due on October 24, 2023.

- **Budget Development Calendar**

- Process / Timeframe
 - The committee discussed the Budget calendar, and discussed the use of the district's banked cap. The Administration mentioned the banked cap has to be used in the 24/25 budget year or it's no longer available.
 - The Administration restated state aid not available to districts until after the Governor budget is released.

- **CMS Parking Lot Status**

- Paving
 - The DPW was going to fill in holes over the weekend (October 14, 2023) if the rain held out.
- Patching potholes
 - Mrs. Sheehan mentioned a product to fill in some of the bigger potholes and the district's custodians/maintenance employees would patch them at each school.

- **Security Consulting - Security Assessment**

- Porzio Compliance Services
 - The District is applying for a grant and needs to get a security audit. Funding from a software program the district is no longer using.

- **Public Address Systems**

- ACT - Alarm & Communication Technologies
 - The district has very outdated PA systems and the committee has decided to look into some companies to give quotes for the entire district.

- **TAG - Climate Action Education**
 - NJ Green Grant
 - This is a grant for climate awareness. The grant needs to be approved through the state. There is a small fee attached to utilize the grant. The district will only pay this fee if the grant is approved and accepted.
- **Personnel**
 - Additional Assistant Ice Hockey Coach - Requested by Ann Clifton
 - An additional assistant ice hockey coach is needed. The funds will be allocated from current funds from one sport to allow for this position.
- **Building Projects**
 - MKM Retaining wall
 - The district received 3 quotes for this project. Natural Green was selected to finish this project.
 - Outside Wall at GLHS
 - This project needs to be completed before the winter season. Since the floor was fixed the wall needs to be fixed as well so it doesn't cause the floor to buckle because of the water damage. Quotes were received.
- **Update Status of Transportation Consultation**
 - The district had a meeting with a Transportation Consultant who has submitted a proposal to the district.

Policy Committee Meeting Minutes

10/2/23

10:45 AM

Via Zoom

Gale Bradford, Robert Cianciulli, Tom Forreger, Melissa Varley

Bylaw / Policy / Regulation	Name	Action
P 0141.2	Board Member and Term-Receiving District	New This policy was reviewed in the 9/22 meeting, minutes have been shared.
P 0163	Quorum	Revise Dr. Forreger had many edits, the policy has been pulled.
P 0172	Duties of Treasurer of School Moneys	Revise This is an update from 2001 and removes the word Superintendent.
P 0173	Duties of Public School Accountant	Revise This policy is an update from 2011. There are code updates
P 1540	Administrators' Code of Ethics	Revise No BOE members had questions regarding this policy.
P 5412	Junior High School Graduation	Revise

		We do not have a junior high school. So, we are pulling this policy until we know more.
P 5440	Honoring Student Achievement	Revise No Board members had any issues with this policy
P 6421	Purchases Budgeted	New This policy is not required and has been pulled.
P 6424	Emergency Contracts	Revise This policy is an update from 2010.
P 0164	Conduct of Board Meetings	Revise This is an update to make sure all Board members are aware of all things being presented at the Board meeting and they are not caught off guard.

Personnel Committee Meeting

10/3/23

1PM

Via Zoom

Members: Robert Cianciulli, Angela Penna, Melissa Varley, Joy Young

- Discussion of Director of STEAM
 - [Candidates](#)
Dr. Varley discussed the 6 candidates and the interview process. The team came out with one clear leader. Dr. Varley is just waiting for the acceptance of the position and then she will introduce the candidate to the Personnel Committee.
- Teacher issue
 - District administration was alerted to a teacher giving inappropriate information to students. Upon further investigation, this behavior happened last year as well. Dr. Varley has put the teacher on administrative leave and will be recommending termination to the Board of Education.