



**BERKELEY HEIGHTS BOARD OF EDUCATION
REGULAR MEETING
AGENDA
JUNE 10, 2024**

Board Goals for 2023-2024
The Board of Education will improve planning and the Committee Structure
The Board of Education will work to improve communication, both internally and externally
The Board of Education will evaluate the CSA in a timely manner
The Board of Education will promote all District Goals by providing the support and resources necessary to achieve the goals
The Board of Education will develop and implement a plan for continuous Board Professional Development with ongoing Board training

CALL TO ORDER *(in GL Cafeteria)*

MEETING NOTICE STATEMENT

Adequate notice of this meeting of the Berkeley Heights Board of Education was given as required by the Open Public Meetings Act as follows:

On June 4, 2024 notice of the Board of Education Meeting schedule was sent to the *Star Ledger* and the *Courier News* and was also provided to all schools, PTO Presidents, the BHEA President, and posted at the Administration Building. A copy was also provided to the Public Library and filed with the Municipal Clerk.

FLAG SALUTE

ROLL CALL

<u>Board Member & Student Rep</u>	<u>Present</u>	<u>Absent</u>	<u>Time of Arrival</u>
Mrs. Sai Bhargavi Akiri			
Ms. Gale Bradford			
Dr. Tom Foregger			
Mr. Jordan Hyman			

Mrs. Natasha Joly			
Mrs. Dipti Khanna			
Mrs. Pamela Stanley			
Olivia Judicke, Stud. Rep			
Jake Bowen, Stud. Rep			

Also Present:

- _____ Mr. Robert Nixon, Acting Superintendent of Schools
- _____ Dr. Anthony Giordano, Asst. Superintendent
- _____ Anthony Juskiewicz, School Business Administrator/Board Secretary
- _____ Board Attorney

ADJOURN TO EXECUTIVE SESSION

WHEREAS, the Berkeley Heights Board of Education seeks to adjourn to Executive Session in full compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

WHEREAS, the Open Public Meetings Act provides that a public body may exclude the public from that portion of the meeting at which it discusses matters related to those identified below:

- a. Matters rendered confidential by Federal Law, State Law, or Court Rule
- b. Individual privacy
- c. Collective bargaining agreements
- d. Purchase or lease of real property if public interest could be adversely affected
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property
- g. Pending or anticipated litigation
- h. Attorney-client privilege
- i. Personnel – employment matters affecting specific prospective or current employees.

BE IT RESOLVED, that the Berkeley Heights Board of Education adjourns to Executive Session to discuss matters related to students, personnel, and attorney-client privileges; and

BE IT FURTHER RESOLVED, that the minutes of the discussion of any of these items will be disclosed to the public when matters have been determined and confidentiality is no longer applicable.

MOTION to enter into Executive Session.

Voice Vote
Moved _____ **Seconded** _____ **Vote** _____ **Time** _____

RETURN TO PUBLIC SESSION (in the GL Auditorium)
MOTION to return to Public Session.

Voice Vote
Moved _____ Seconded _____ Vote _____ Time _____

REPORT OF THE ACTING SUPERINTENDENT (in GL Auditorium)

- Recognition of Governor Livingston High School Varsity Baseball Team
- Recognition of 2023-2024 Student Representatives to the Board of Education
- Recognition of Board Member, Angela Penna
- Educator of the Year Recognitions:

School	Educator of the Year
Mary Kay McMillin Early Childhood Center	Karen Twill
William Woodruff School	Kathryn Finkelstein
Mountain Park School	Carla Gamba
Thomas P. Hughes School	Jared Prupis
Columbia Middle School	Roberta Gutch
Governor Livingston High School	Michelle Harpster

- Recognition of District Retirees:

Retirees	
Anne Corley-Hand	George Kurilla
Theresa Chrobok	Kimberley Lalley
John Crane	George Lynch
Tereza DePaola	Linda Place
Joseph Foti	David Rien
Michele Gardner	Debra Ruetsch
Paul Grant	Lauren Ryan
Patricia Kolb	Carol Scales

BRIEF RECESS

REPORT OF THE ACTING SUPERINTENDENT (continued) (in GL Cafeteria)

- Professional Development Presentation - Dr. Kelly Curtiss and Alyssa Rush

REPORT OF THE STUDENT REPRESENTATIVES

Jake Bowen and Olivia Judicke

COMMITTEE AND LIAISON REPORTS

BOARD COMMUNICATIONS

COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

During this portion of the meeting, District residents and staff are invited to address the Board of Education on agenda action items only.

The Board requests that individuals state their name and town of residence (or school of attendance) for the record. All comments should be directed to the Board President and depending upon the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after this public portion of the meeting has concluded. Although the Board may not respond to all items raised during the public forum, all public comments will be considered.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding personnel matters are discouraged and cannot be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public.

Please note that if any member of the public becomes disruptive during the meeting the Board President may terminate the participant's statement. Continued disruptions may result in removal from, or adjournment of, the meeting.

Each speaker's statement will be limited to three (3) minutes in duration.

ADMINISTRATION

Resolutions A-N: All Board members.

A. APPROVE PROFESSIONAL DEVELOPMENT DAYS/TRAVEL REIMBURSEMENT

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves Professional Development Days/Travel Reimbursement. *(Attachment A)*

B. APPROVE REPORT OF ACTING SUPERINTENDENT

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the recommendations for the following cases of harassment, intimidation and bullying in the Berkeley Heights Public Schools.

Case Number	Case Number	Case Number
265781_GLH	264990_THE	265106_CMS

C. AUTHORIZE ACTING SUPERINTENDENT OF SCHOOLS

RESOLVED that the Berkeley Heights Board of Education authorize Mr. Robert Nixon, Acting Superintendent of Schools, to appoint and offer employment contracts to those candidates who are chosen to fill vacancies that must be staffed prior to the start of the 2024-2025 school year. It is also recommended that the Board authorize Mr. Robert Nixon to enter into contracted services agreements on behalf of the school district if such action is needed prior to the beginning of the 2024-2025 school year. The Board of Education will be asked to confirm these personnel appointments and contracted services agreements during its subsequent scheduled public meetings.

D. AUTHORIZE PERSONNEL START DATES BETWEEN BOARD MEETINGS

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, designates that substitute/supplemental personnel, Administrative Assistants, HELP teachers, Math Interventionists, lunchroom/playground teacher aides, paraprofessionals, custodial/maintenance staff, and bus drivers may start in their assignment between Board meetings during the 2024-2025 fiscal year pending employment authorization. Any such action shall be presented to the Board for approval at their next regular meeting.

E. APPROVE RESOLUTIONS HONORING JAKE BOWEN AND OLIVIA JUDICKE

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the Resolutions honoring Jake Bowen and Olivia Judicke of Governor Livingston High School, who have served as Student Representatives to the Board of Education during the 2023-2024 school year. *(Attachment B)*

F. APPROVE RESOLUTION HONORING ANGELA PENNA

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the Resolution honoring Angela Penna for her service as a member of the Berkeley Heights Board of Education. *(Attachment C)*

G. APPROVE RESOLUTIONS HONORING GOVERNOR LIVINGSTON HIGH SCHOOL BASEBALL TEAM

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the Resolutions honoring Governor Livingston High School Varsity Baseball Team, 2024 Union County Tournament Champions *(Attachment D)*

H. APPROVE CONTRACTED SERVICES

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves contracted services, as follows:

Provider	Time Period	Explanation	Amount
Best Choice Home Care, LLC	2024-2025 fiscal year	Provide a registered nurse substitute service that would be utilized as a last resort when a pre-approved substitute nurse cannot be secured. Use of this service will require prior approval by the Supervisor of Nurses.	\$72/hr.
Jag-One Athletic Training Services	2024-2025 fiscal year	Provide supplemental athletic training services, as needed, when the district Athletic Trainers cannot be secured for a school-sponsored event.	\$85/hr.
SD Gameday, LLC	2024-2025 fiscal year	Provide supplemental athletic training services, as needed, when the district Athletic Trainers cannot be secured for a school-sponsored event.	\$140-\$450 as per the fee schedule & depending on the sport

I. APPROVE MEMBERSHIP AGREEMENT

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the following paid membership agreement:

Membership Agreement	Time Period	Description	Amount
NJ Stride (formerly CJ Pride)	2024-2025 school year	Membership permits the inclusion of district representatives in NJ Stride (formerly CJ PRIDE) meetings, job fair participation, and utilization of website recruitment tools.	\$450.00

J. APPROVE TENTATIVE FALL 2024-2025 ATHLETICS SCHEDULES

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the tentative 2024-2025 Fall season schedules for the interscholastic athletics teams representing Governor Livingston High School and Columbia Middle School, copies of which are on file with the Acting Superintendent.

K. APPROVE SCHOOL DATA MANAGEMENT MANUAL

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the School Data Manual of the Berkeley Heights Public Schools for the 2024-2025 fiscal year, a copy of which is on file with the Acting Superintendent of Schools.

L. APPROVE MANUAL OF JOB DESCRIPTIONS

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the Manual of Job Descriptions for the Berkeley Heights Public Schools for the 2024-2025 fiscal year, a copy of which is on file with the Acting Superintendent of Schools.

M. APPROVE SIDEBAR AGREEMENT

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the Sidebar Agreement between the Berkeley Heights Board of Education and the Berkeley Heights Education Association, Berkeley Heights Administrators’ Association, Berkeley Heights Board of Education Supervisors Contract Custodial Maintenance, and Berkeley Heights Education Association (Custodial, Maintenance & Transportation Personnel Unit) pertaining to adding the Juneteenth Federal holiday to the district holiday schedule. *(Attachment E)*

N. ESTABLISH 2024-2025 PAY RATES

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the following pay rates for the 2024-2025 fiscal/school year:

Role	Pay Rate
Substitute Teachers	\$135.00 per full day \$67.50 per half day
Substitute School Nurses	\$255 per full day \$127.50 per half day
Substitute Paraprofessionals	\$115 per full day \$57.50 per half day \$17.00 per hour
Extended Assignment Substitute Pay Rate	\$200.00 per full day
Substitute Secretaries	\$16.50 per hour
Substitute Lunchroom/Playground Teacher Aides	\$16.00 per hour
Substitute Sign Language Interpreters	\$40.00 per hour
Substitute Custodians	\$18.00 per hour
Substitute Bus Driver	\$35.00 per hour
Math Interventionists	\$45.00 per hour
HELP Teachers	\$30.00 per hour
Home/Individual Instructors	\$50.00 per hour

ROLL CALL VOTE:

	Mrs. Akiri	Dr. Foregger	Mr. Hyman	Mrs. Joly	Mrs. Khanna	Mrs. Stanley	Ms. Bradford
Motion							
Second							
Aye							
Nay							
Abstain							

Absent							
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Motion _____ Seconded _____ Yes _____ No _____ Abstain _____ Absent _____

EDUCATION

Resolutions A-L: All Board members.

A. APPROVE STUDENT EDUCATIONAL FIELD TRIPS

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves student educational field trips. (*Attachment F*)

B. APPROVE CONTRACTED SERVICES

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves contracted services, as follows:

Provider	Time Period	Explanation	Amount
Linda Carella, LDTC	2024-2025 school year	Provide contracted educational evaluations for the Child Study Team.	\$430/evaluation/report
MEM Education Services LLC	2024-2025 school year	To provide supplemental educational evaluations for the district on an as-needed basis	Educational Evaluation - \$425 Bilingual Educational Evaluation - \$500 Comprehensive Preschool Evaluation - \$440 Bilingual Preschool Evaluation - \$440 Meeting Attendance - \$75/meeting Hourly CST services - \$75/hr.
SKC Learning Professional	2024-2025 fiscal year	Provide in-home training and support for students #6724458282 and #7858646709 in fulfillment of IEP requirements during the summer of 2024 and the 2024-2025 regular school year.	Variable rates: \$75/hr.-Direct Therapy \$120/hr.-Direct Supervision \$120/hr.-Direct Parent Training

C. APPROVE AGENCIES FOR INSTRUCTIONAL SERVICES

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the following list of agencies to contract with, as needed, in order to provide instructional services for students attending behavioral/emotional/mental health facilities during the 2024-2025 fiscal year:

Agency	Agency
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Educational Services Commission of New Jersey	Saint Clare’s Hospital Behavioral Health
Four Winds Hospital	Silvergate Prep
LearnWell	Stepping Forward Counseling
Rutger's University Behavioral Health Care	Whiz Kidz

D. APPROVE SPECIAL EDUCATION OUT-OF-DISTRICT EXTENDED SCHOOL YEAR TRAINING/THERAPY

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves continued training and therapy for the Extended School Year for out of district student #1538045477 attending Spectrum Consulting Inc. The at home training and therapy will be for approximately 10 hours per week at a rate of \$210.00 per hour.

E. APPROVE SPECIAL EDUCATION OUT-OF-DISTRICT EXTENDED SCHOOL YEAR PLACEMENTS

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves Special Education Out-Of-District Extended School Year placements for 2024-2025, as recommended by Kevin Morra, Director of Special Services. *(Attachment G)*

F. APPROVE SPECIAL EDUCATION OUT-OF-DISTRICT PLACEMENTS FOR 2024-2025 REGULAR SCHOOL

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves Special Education Out-Of-District placements for the 2024-2025 regular school year, as recommended by Kevin Morra, Director of Special Services. *(Attachment H)*

G. APPROVE ENROLLMENT OF NONRESIDENT STUDENTS IN DISTRICT EXTENDED SCHOOL YEAR PROGRAM

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the enrollment of the following nonresident students in the 2024 Special Education Extended School Year program of the Berkeley Heights Public Schools, on a tuition basis, as indicated:

Student ID	District of Residence
7208985952	Mountainside
9484505105	Mountainside
3013889927	Mountainside
3629774499	Mountainside

H. APPROVE ENROLLMENT OF NONRESIDENT SPECIAL EDUCATION STUDENTS IN THE BERKELEY HEIGHTS PUBLIC SCHOOLS FOR 2024-2025 REGULAR SCHOOL YEAR.

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the enrollment of nonresident Special Education students in the Berkeley Heights Public Schools for the 2024-2025 regular school year, on a tuition basis, as recommended by Kevin Morra, Director of Special Services. *(Attachment I)*

I. APPROVE 95 PERCENT CORE PROGRAM

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent and the Elementary Word Study Committee, approves the use of 95 Percent Core Program to support phonics, fluency, spelling, and vocabulary instruction in Grades K-5 for the 2024-2025 school year. The cost for the continued use of 95 Percent Core Program is \$23,546.00 which was allocated in the 2024-2025 budget.

J. APPROVE EFFECTIVE SCHOOL SOLUTIONS EXTENDED SCHOOL YEAR PROGRAM

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves Effective School Solutions (ESS) to provide intensive mental health services and support to students at Governor Livingston High School for the Extended School Year. The cost of the contract is \$9,000.00.

K. APPROVE SIDEBAR AGREEMENT

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the Sidebar Agreement between the Berkeley Heights Board of Education and the Berkeley Heights Education Association pertaining to curriculum writing and preparation for Preschool to Grade 12 teachers during the 2024 summer months. *(Attachment J)*

L. APPROVE CURRICULUM GUIDE

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the new Create Your Playlist Curriculum Guide for use in Berkeley Heights Public Schools beginning in the 2024-2025 school year. *(Attachment K)*

ROLL CALL VOTE:

	Mrs. Akiri	Dr. Foregger	Mr. Hyman	Mrs. Joly	Mrs. Khanna	Mrs. Stanley	Ms. Bradford
Motion							
Second							
Aye							
Nay							
Abstain							
Absent							

Motion _____ Seconded _____ Yes _____ No _____ Abstain _____ Absent _____

PERSONNEL

Resolutions A-X: All Board members. Resolutions X-X: Berkeley Heights only.

A. APPROVE LEAVE OF ABSENCE REQUEST

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves leave of absence requests for the 2023-2024 school year, as follows:

Employee ID	Leave Action	Type of Leave	Paid Leave Dates	Unpaid Leave with Benefits if Applicable	Unpaid Leave without Benefits	Return Date
3666	Approve	Family/FMLA	5/29/24-6/14/24			8/28/24

B. APPROVE WITHHOLDING PAYMENT FOR UNPAID DAY REQUEST(S)

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves withholding payment for the following unpaid day request(s) for the 2023-2024 school year, as follows:

Employee ID	Unpaid Days
3690	5/22/24-5/23/24
2142	5/23/24
4364	5/29/24
3626	5/30/24

D. APPROVE EXTRA-CURRICULAR ACTIVITIES

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves extra-curricular activities for the 2024-2025 school year, as follows, pending employment authorization (#):

Governor Livingston High School

Activity/Program	Instructor/Supervisor	2024-2025 Stipend
Head Football Coach	Peter Ramiccio	\$12,096.00
Assistant Football Coach	Jared Van Oostendorp	\$8,466.00
Assistant Football Coach	Paul T. Sep, Sr.	\$8,466.00
Assistant Football Coach	Justin Polce	\$8,466.00
Assistant Football Coach	Noah Torino	\$8,466.00
Assistant Football Coach	Vincent Gargano	\$8,466.00
Head Boys Soccer Coach	Kevin Fontana	\$8,754.00
Freshman Assistant Boys Soccer Coach	Dan Kessler	\$6,126.00
JV Assistant Boys Soccer Coach	Samantha Carney	\$6,126.00
Assistant Boys Soccer Coach	Emiliano Chirigliano #	Volunteer
Head Girls Soccer Coach	Michael Roof	\$8,754.00

Head Girls Tennis Coach	Joseph Panchenko	\$7,003.00
Assistant Girls Tennis Coach	Bailey Krasovec	\$4,902.00
Head Girls Field Hockey Coach	Jacqueline Wells	\$8,754.00
JV Assistant Girls Field Hockey Coach	Stephanie Cox	\$6,126.00
Head Cross Country Coach	Christopher Coughlin	\$8,754.00
Assistant Cross Country Coach	Lisa Dhaibar	\$6,126.00
Assistant Cross Country Coach	Zakaria J. Rochdi	\$6,126.00
Head Cheerleading Coach	Danielle Gonnelli	\$4,888.00
JV Assistant Cheerleading Coach	Emily Buonocore	\$3,289.00
Cheerleading Coach	Alexandra Sandoval	Volunteer
Head Volleyball Coach	Steven Hess	\$8,754.00
JV Assistant Volleyball Coach	Emily Montgomery	\$6,126.00
Freshman Assistant Volleyball Coach	Alexandra Dabroski	\$5,889.00
Assistant Volleyball Coach	Michael Brokes	Volunteer
Assistant Volleyball Coach	Kelly McAdam	Volunteer

Columbia Middle School

Activity/Program	Instructor/Supervisor	2024-2025 Stipend
Boys Soccer Coach	Gary Healey	\$5,113.00
Girls Soccer Coach	Vincent Gulbin	\$5,113.00

E. AMEND EXTRA TEACHING PERIOD ASSIGNMENTS

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, amends extra teaching period assignments beyond their normal teaching schedule during the 2023-2024 school year, as follows:

Governor Livingston High School

Name	Role	Assignment	Payment in Addition to Regular Salary
Erin Lanigan	School Psychologist	3/11/24 - 6/14/24 4/26/24	\$10,500.00 prorated
Steven Siebelts	School Psychologist	3/11/24 - 6/14/24 4/26/24	\$10,500.00 prorated
James Weaver	School Psychologist	3/11/24 - 6/14/24 4/26/24	\$10,500.00 prorated

F. APPROVE SUMMER 2024 CURRICULUM WRITING/PREPARATION

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the employment of the district staff members listed below to write and prepare curriculum guides for use in the BHPS. Pay rate is consistent with the sidebar agreement in resolution Education K.

Curriculum Area	Staff Member	Staff Member
Kindergarten ELA	Nicole Abbate	Michele Liss
Kindergarten Math	Caryn Panarese	Haley Smith
Kindergarten Word Study	Emily Fischer	Michele Liss
1st Grade ELA	Julie Figlar	Susan Poage
1st Grade Math	Mary Dendinger	Haley Smith
1st Grade Word Study	Erin Moyer	Rachel Shanagher
2nd Grade ELA	Rachel Shanagher	Kristin Insabella
2nd Grade Math	Haley Smith	Jennifer Hughes
2nd Grade Word Study	Jennifer Faye	Rachel Shanagher
3rd Grade ELA	Gina Holzmann	Maria Graziano
3rd Grade Math	Melany Castellanos	Maria Graziano
3rd Grade Word Study	Alexis Bellardino	Joseph Reel
4th Grade ELA	Maria Graziano	Julie Figlar
4th Grade Math	Lindsay Liguori	Joseph Reel
4th Grade Word Study	Lindsay Liguori	Julie Figlar
5th Grade ELA	Kate Corcoran	Carolyn Bowden
5th Grade Math	Joseph Reel	Pamela Wilczynski
5th Grade Word Study	Maria Graziano	Carolyn Bowden
World History	Sharon Leahy	Kimberly Fleming
6th Grade SS	Donna Bokach	Michael Roof
Grade 8 English	Katherine Ganger	Bailey Krasovec
AP English 4 (Literature)	Lindsey Gismonde	Natalie Palmiere

G. APPROVE SUMMER CHILD STUDY TEAM EMPLOYMENT

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the employment of Child Study Team and teaching staff members during Summer 2024 for the purpose of completing student evaluations, conducting required meetings with parents/guardians, and providing other services as required by Individualized Education Plans (IEPs). *(Attachment L)*

H. APPROVE SUMMER SCHOOL EMPLOYMENT

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the employment of the following individuals in the 2024 Berkeley Heights Remedial Summer School and Special Education Extended School Year Programs. *(Attachment M)*

I. APPROVE RE-APPOINTMENT OF SCHOOL DISTRICT LIAISON TO THE LIBRARY BOARD

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the re-appointment of Diane Azalone as School District Liaison to the Berkeley Heights Public Library Board for the 2024-2025 school year at an annual stipend of \$1,030.00.

J. APPROVE COMPENSATION FOR COMPUTER TECHNICIANS

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the compensation pay rate of \$35 per hour for the 2024-2025 fiscal year for Computer Technicians who work beyond their normal hours to provide video capability at the Board of Education meetings.

K. APPROVE TRANSFER OF PERSONNEL

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the transfer of personnel, as follows:

Name	Current Assignment/Location	New Assignment/Location	Effective Date
Nicole Sacci	Special Education Teacher/GL	Special Education Teacher/MKM	2024-2025 School Year

L. APPROVE HIRING CERTIFICATED STAFF

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the hiring of certificated staff for the 2024-2025 school year, as follows, pending employment authorization (#):

Name	Assignment	Location	FTE	Effective Date	Degree	Step	Annual Salary	Certification
Amanda Marconi	Preschool Teacher	MKM	1.0	8/28/24-6/30/25 #	BA	1	\$58,285.00	CEAS
Austin Wang	Teacher of Math	CMS	1.0	8/28/24-6/30/25 #	MA	1	\$64,603.00	CEAS (Pending Review)
Sophia Miskulin	Teacher of Science	CMS	1.0	8/28/24-6/30/25 #	MA	1	\$64,603.00	CEAS

M. APPROVE INCREASE OF PART-TIME ESL POSITION FROM 0.85 FTE TO 1.0 FTE

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, increases the part-time ESL position for the following staff member as approved in the 2024-2025 budget:

Name	Assignment	Location	FTE	Effective Date	Degree	Step	Annual Salary
Jennifer Ruiz	ESL Teacher	MP/TPH	0.85 1.0	8/28/24-6/30/25	MA	10	\$58,806.00 \$69,184.00

N. APPROVE EMPLOYMENT OF MATH INTERVENTIONIST

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves employment of Math Interventionist for the 2024-2025 school year, as follows:

Name	Location	Effective Date	Hourly Rate	Hours/Week
Carly Bergstrom	MP/TPH	24-25 school year	\$45.00	29.5 max
Kelly Murphy	MKM/WW	24-25 school year	\$45.00	29.5 max

O. APPROVE EMPLOYMENT OF HELP PERSONNEL

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the employment of HELP personnel for the 2024-2025 school year, as follows:

Name	Location	Effective Date	Hourly Rate	Hours/Week
Robin Halterman	MP	8/28/24-6/18/25	\$30.00	29.5 max
Valerie Rodriguez	TPH	8/28/24-6/18/25	\$30.00	29.5 max
Denise Busby	WW	8/28/24-6/18/25	\$30.00	29.5 max
Joann Cocuzza	WW	8/28/24-6/18/25	\$30.00	29.5 max
Jennifer Serretti	WW	8/28/24-6/18/25	\$30.00	29.5 max

P. APPROVE EMPLOYMENT OF LUNCHROOM/PLAYGROUND TEACHER AIDE

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves the employment of a lunchroom/playground teacher aides for the 2024-2025 school year, as follows:

Name	Location	Effective Date	Hourly Rate	Hours Per Day	Annual Salary
Arlene Casale	WW	9/3/24-6/18/25	\$17.00	2	\$6,120.00
Rose Franchino	WW	9/3/24-6/18/25	\$17.00	2	\$6,120.00
Paula Porfiris	WW	9/3/24-6/18/25	\$17.00	2	\$6,120.00
Peggy Porfiris	WW	9/3/24-6/18/25	\$17.00	2	\$6,120.00
Tiphani Stewart	WW	9/3/24-6/18/25	\$17.00	2	\$6,120.00
Robin Halterman	MP	9/3/24-6/18/25	\$17.00	2	\$6,120.00
Violet Lewis	MP	9/3/24-6/18/25	\$17.00	2	\$6,120.00
Trina Drayton	TPH	9/3/24-6/18/25	\$17.00	2	\$6,120.00
Christopher Tempone	TPH	9/3/24-6/18/25	\$17.00	2	\$6,120.00

Q. APPROVE RESIGNATION OF STAFF

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent, approves, with regret, the resignation of staff, as follows:

Name	Assignment	Location	Effective Date
Robyn Koenigsberg	Teacher of Music	CMS	8/3/24
Tricia Lepore	Paraprofessional	WW	6/14/24
Melissa Welther	HELP Teacher	WW	6/14/24

ROLL CALL VOTE:

	Mrs. Akiri	Dr. Foregger	Mr. Hyman	Mrs. Joly	Mrs. Khanna	Mrs. Stanley	Ms. Bradford
Motion							
Second							
Aye							
Nay							
Abstain							
Absent							

Motion ___ Seconded ___ Yes ___ No ___ Abstain ___ Absent ___

BUSINESS

Resolutions A-S: All Board Members.

A. APPROVE USE OF FACILITIES FEE SCHEDULE

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent and the Business Administrator, approve the Use of facilities Fee Schedule, effective July 1, 2024 through June 30, 2025. (*Attachment N*)

B. APPOINTMENT OF SOLUTIONS ARCHITECT RESOLVED

Resolved that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent and the Business Administrator, appoints Solutions Architecture, LLC, 96 Pompton Avenue, Verona, NJ, as the Architect effective July 1, 2024 through June 30, 2025. (*Attachment O*)

C. APPROVE 2024-2025 TUITION RATES WITH UNION COUNTY VOCATIONAL TECHNICAL SCHOOLS (UCVTS)

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and the School Business Administrator, approves the Tuition Rates with the Union County Vocational-Technical Schools (UCVTS) for the 2023-2024 school year. (*Attachment P*)

D. APPROVE TRANSPORTATION CONTRACT

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and School Business Administrator, approve the renewal of the regular education transportation contract with First Student, Inc., for the 2024-2025 school year. (*Attachment Q*)

Route	Cost
LT-04	\$488,112.37

E. APPROVAL TO RETURN UNUSED BALANCE OF CAPITAL PROJECTS TO THE CAPITAL RESERVE ACCOUNT

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31 and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserved accounts at year end; nad

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

WHEREAS, the Berkeley Heights Board of Education adopted the 2023/2024 budget in April 27, 2023 which included a withdrawal from capital reserve in the amount of \$1,758,750 for anticipated capital projects; and

WHEREAS, the Berkeley Heights Board of Education will proceed with the following projects upon receipt of the necessary documentation from the New Jersey School Development Authority and/or the board appointed architect, and at that time request a withdrawal from the Capital Reserve account by Board Resolution:

- 1) Replacement of West Wing Section of Woodruff Elementary School Roof
- 2) Replacement of Gymnasium Section of Woodruff Elementary School Roof
- 3) Replacement of Roof Sections of Columbia Middle School Roof
- 4) Replacement of 25 Electrical Panelboards at Governor Livingston High School
- 5) Replacement of 10 Electrical Panelboards at Hughes Elementary School

THEREFORE, BE IT RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and School Business Administrator, approve the return of unused Capital Reserve Funds of \$1,702,620.

F. APPROVE PETTY CASH ACCOUNTS FOR THE 2024-2025 SCHOOL YEAR

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and School Business Administrator, establish Petty Cash Accounts for the 2024-2025 school year as follows:

Governor Livingston High School	\$250.00
Columbia Middle School	175.00
Mary Kay McMillin E.C.C.	125.00
Thomas Hughes School	125.00
Mountain Park School	125.00

William Woodruff School	125.00
Board Office	250.00
Child Study Team Offices	125.00

G. APPROVE STUDENT ACTIVITY ACCOUNTS FOR THE 2024-2025 SCHOOL YEAR

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and School Business Administrator, authorize the re-establishment of a student activity account in each school, effective July 1, 2024, as part of the preparation for the operation of the new school year, to account for monies raised by pupils, teachers or school administrators, and shall be operated in accordance with prudent business practices, all applicable laws and regulations, and approved Board Policies.

H. DESIGNATION OF TAX-SHELTERED ANNUITY COMPANIES

RESOLVED, that the Berkeley Heights Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approves the following tax-sheltered annuity companies to provide service to the employees of the Berkeley Heights Board of Education for the 2024/2025 fiscal year: Aspire, AXA Equitable, Lincoln, MetLife, Security Benefit and Valic.

I. DESIGNATION OF DEPOSITORIES FOR DISTRICT FUNDS

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approves the designation of Citizens Bank as depository for all District funds of the Berkeley Heights Board of Education.

J. DESIGNATION OF SIGNATORIES FOR DISTRICT FUNDS

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approves the following signatures for checks drawn from the identified accounts:

<u>Account Name</u>	<u>Number of Signatures Required</u>	<u>Authorized Signatories</u>
School Monies Account	Three	1 - President or Vice President 1 - Board Secretary or Budget, Accounting & Reporting Specialist 1 - Treasurer
Payroll Accounts	One	1 - Treasurer or Board Secretary
Cash Account	Two	1 - Board Secretary 1 - Budget, Accounting & Reporting Specialist
SUI Trust Account	Two	1 - Board Secretary or Budget, Accounting & Reporting Specialist 1 - Treasurer
CMP Account	Two	1 - Board Secretary 1 - Budget, Accounting & Reporting Specialist
FSA Account	Two	1 - Board Secretary or Budget, Accounting & Reporting Specialist 1 - Treasurer

Cafeteria Account	Two	1 - Board Secretary or Budget, Accounting & Reporting Specialist 1 - Treasurer
Capital Reserve Account	Two	1 - Board Secretary or Budget, Accounting & Reporting Specialist 1 - Treasurer
Maintenance Reserve Account	Two	1 - Board Secretary or Budget, Accounting & Reporting Specialist 1 - Treasurer
Athletic Account	Two	1 - Board Secretary or Budget, Accounting & Reporting Specialist 1 - Athletic Director
Student Activity Fee	Two	1 - Board Secretary 1 - Budget, Accounting & Reporting Specialist
The Difference Card	Two	1 - Board Secretary 1 - Budget, Accounting & Reporting Specialist

BE IF FURTHER RESOLVED that the Board Secretary and/or the Budget, Accounting & Reporting Specialist and/or the Treasurer of School Monies can authorize wire transfers to/from any of the aforementioned accounts, and

BE IT FURTHER RESOLVED that the Berkeley Heights Board of Education approves the use of facsimile signatures for the Board President or Vice President, the Board Secretary or the Budget, Accounting & Reporting Specialist and the Treasurer of School Monies on all checking accounts, and

BE IT FURTHER RESOLVED that all checks, drafts or other orders for payment or withdrawal of money from said accounts be signed by the person holding the appropriate title as listed above.

K. DESIGNATION OF OTHER DEPOSITORIES AND SIGNATORIES

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approves the following depositories and signatures for the the identified Scholarship and Student Activities Accounts:

<u>Account Name</u>	<u>Number of Signatures Required</u>	<u>Authorized Signatories</u>	<u>Depository</u>
Mary Kay McMillin Memorial Scholarship Fund	One	Board Secretary or Budget, Accounting & Reporting Specialist or Business Office Bookkeeper	Citizens Bank
Jonathan Gross Memorial Fund	One	Board Secretary or Budget, Accounting & Reporting Specialist or Business Office Bookkeeper	Citizens Bank

<u>Account Name</u>	<u>Number of Signatures Required</u>	<u>Authorized Signatories</u>	<u>Depository</u>
Jack Dennis Memorial Scholarship Fund	One	Board Secretary or Budget, Accounting & Reporting Specialist or Business Office Bookkeeper	Citizens Bank
Governor Livingston Student Activity Account	Two	High School Principal, Asst. Principal, Student Activity Bookkeeper, and/or Board Secretary	Citizens Bank
School Student Activity Accounts	Two	School Principal, Asst. Principal, School Secretary, or MKM ECC Nurse	Haven Savings Bank or Citizens Bank

BE IT FURTHER RESOLVED that all checks, drafts or other orders for payment or withdrawal of money from said accounts be signed by the person holding the appropriate title as listed above.

L. DESIGNATION OF INSURANCE CARRIER PROVIDERS

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and the Business Administrator, designate the following insurance carrier providers for the 2024/2025 fiscal year:

Health: CIGNA

Dental: CIGNA

Prescription: CIGNA

M. DESIGNATION OF WAGeworks TO ADMINISTER COBRA

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and the Business Administrator, designate WageWorks as Third-Party Administrator of the Consolidated Omnibus Budget Reconciliation Act (COBRA) for the 2024/2025 fiscal year.

N. DESIGNATION OF HORIZON BLUE CROSS BLUE SHIELD OF NEW JERSEY TO ADMINISTER FLEXIBLE SPENDING ACCOUNT PLAN

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and Business Administrator, designate Horizon Blue Cross Blue Shield of New Jersey to provide Third-Party Administrative services for the Flexible Spending Account (FSA) Plan, covering Medical and Dependent Care options, offered to employees for the 2024/2025 fiscal year.

O. APPROVAL OF ANNUAL APPOINTMENTS

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent, approves the following annual appointments:

Board Secretary	Anthony Juskiewicz
Qualified Purchasing Agent	Anthony Juskiewicz
Affirmative Action Officer	TBD
504 Officers	Robert Nixon - Governor Livingston HS Paul Kobliska- Columbia MS Jonathan Morisseau - Mountain Park School Jessica Nardi - Thomas P. Hughes School Brenda Marley - William Woodruff School James Finley - Mary Kay McMillin ECC
Right to Know Officer	Richard Romano
Public Agency Compliance Officer (P.A.C.O.)	Anthony Juskiewicz
Homeless Liaison	Jon Morriseau
English as a Second Language Officer	James Finley
Indoor Air Quality Designee	Richard Romano
Chemical Hygiene Designee	Richard Romano
Asbestos Management/AHERA Coordinator	Richard Romano
School Safety Officer	Brenda Marley
Attendance Officers	Jacqueline Bartlett - Governor Livingston HS Grace Acosta - Columbia Middle School Jonathan Morisseau - Mountain Park School Jessica Nardi - Thomas P. Hughes School Brenda Marley - William Woodruff School James Finley - Mary Kay McMillin ECC
Integrated Pest Management (IPM) Coordinator	Richard Romano

P. APPOINTMENT OF BOARD SECRETARY PRO TEM

RESOLVED, that the Berkeley Heights Board of Education appoints Lisa McAdam as Board Secretary Pro Tem for emergency purposes or in the absence of the Business Administrator/Board Secretary.

Q. APPOINTMENT OF INVESTMENT OFFICER

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent, appoints the Business Administrator/Board Secretary, as Investment Officer.

R. AUTHORIZE BONDING OF BOARD SECRETARY

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approves a Surety Bond in the amount of \$300,000 for the Business Administrator/Board Secretary for the period July 1, 2024 through June 30, 2025.

S. APPOINTMENT OF PURCHASING AGENT

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent, appoints the School Business Administrator as the Board’s Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A, et seq. and grants authority, responsibility, and accountability of the purchasing activity of the Berkeley Heights Board Education.

ROLL CALL VOTE:

	Mrs. Akiri	Dr. Foregger	Mr. Hyman	Mrs. Joly	Mrs. Khanna	Mrs. Stanley	Ms. Bradford
Motion							
Second							
Aye							
Nay							
Abstain							
Absent							

Motion___Seconded___Yes___No___Abstain___Absent___

FINANCE

Resolution A: All Board members.

A. APPROVE PAYMENT OF PAYROLL AND BILLS

RESOLVED that the Berkeley Heights Board of Education, upon the recommendation of the Acting Superintendent and the Business Administrator, approve the Payroll and Bills List as follows: *(Attachment R)*

Payroll		
	5/15/2024	\$2,554,236.09
	5/31/2024	\$1,792,603.67
Accounts Payable		
	5/16/2024	\$570.00
	6/10/2024	\$1,233,733.83
Total		\$5,581,143.59

Submittance from 4/18/2024	Check#209968	\$18,250.60 Professional Services
Submittance from 5/7/2024	Check #210137	\$1,050.00 Consulting Services

ROLL CALL VOTE:

	Mrs. Akiri	Dr. Foregger	Mr. Hyman	Mrs. Joly	Mrs. Khanna	Mrs. Stanley	Ms. Bradford
Motion							
Second							
Aye							
Nay							
Abstain							
Absent							

Motion ___ Seconded ___ Yes ___ No ___ Abstain ___ Absent ___

COMMENTS FROM THE PUBLIC ON ANY TOPIC

During this portion of the meeting, District residents and staff are invited to address the Board of Education on any item.

The Board requests that individuals state their name and town of residence (or school of attendance) for the record. All comments should be directed to the Board President and depending upon the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after this public portion of the meeting has concluded. Although the Board may not respond to all items raised during the public forum, all public comments will be considered.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding personnel matters are discouraged and cannot be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public.

Please note that if any member of the public becomes disruptive during the meeting the Board President may terminate the participant's statement. Continued disruptions may result in removal from, or adjournment of, the meeting.

Each speaker's statement will be limited to three (3) minutes in duration.

NEW BUSINESS

ADJOURNMENT

MOTION to ADJOURN.

Voice Vote

Moved _____ **Seconded** _____ **Vote** _____ **Time** _____

Reminders:

The next Regular Board of Education Meeting will be held on **Monday, June 20, 2024**, beginning at 6:30 p.m.

The next Regular Board of Education Meeting will be held on **Thursday, August 8, 2024**, beginning at 6:30 p.m.