

**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MINUTES INDEX
MARCH 25, 2019
REGULAR SESSION 6:30 P.M.
EXECUTIVE SESSION 6:31 P.M.
RIDGE HIGH SCHOOL PRINCIPAL'S CONFERENCE ROOM
REGULAR SESSION 7:02 P.M.
RIDGE HIGH SCHOOL PERFORMING ARTS CENTER**

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**BERNARDS TOWNSHIP BOARD OF EDUCATION
BASKING RIDGE, NEW JERSEY
MEETING MINUTES
MARCH 25, 2019
REGULAR SESSION 6:30 P.M.
EXECUTIVE SESSION 6:31 P.M.
RIDGE HIGH SCHOOL PRINCIPAL'S CONFERENCE ROOM
REGULAR SESSION 7:02 P.M.
RIDGE HIGH SCHOOL PERFORMING ARTS CENTER**

I. Regular Session – Call to Order – 6:30 p.m. – Ridge High School Performing Arts Center

II. Salute to the Flag

III. Roll Call

Present: Mr. Byrne, Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman, Mr. Salmon, Ms. Schafer, Ms. White, Ms. Wooldridge, Mr. Markarian, Mr. Siet, Mr. McLaughlin, Board Counsel John Croot

Absent: None

IV. Executive Session – 6:31 p.m. – Ridge High School Principal's Conference Room

On motion by Ms. Wooldridge and seconded by Ms. Korn and approved by all present, the Board recessed into closed executive session at 6:31p.m.

BE IT RESOLVED that the Bernards Township Board of Education shall meet in closed session to discuss: confidential matters related to personnel, students, and contract negotiations; and further

BE IT RESOLVED that the matters discussed in closed session will be disclosed to the public as soon as and to the extent that such disclosure can be made without adversely affecting the public interest or without violation of the confidentiality of personnel.

On motion by Ms. White seconded by Ms. Richman and approved by all present, the Board closed the Executive Session at 6:52p.m.

V. Reconvene Regular Session – Call to Order – 7:02 p.m. – Ridge High School Performing Arts Center

VI. Statement of Public Notice

This is a regular Meeting of the Board of Education of Bernards Township. Notice of the time and place of this meeting was provided and copies of that resolution

were forwarded to the official newspapers as designated by the Board of Education and to the Township Clerk and a copy of the notice was posted on the bulletin board of the Board of Education Offices in accordance with P.L. 1975 Chapter 231A.

We very much welcome input from the public. There are two times during regular meetings that the public is invited to speak. One time is early in the meeting before the Board votes, when you may speak about any item that is listed on tonight's agenda. Towards the end of the meeting, there is another public forum to address any matter of public concern related to the schools.

When you approach the microphone, please state your name and address. Each statement made by a participant shall be limited to five (5) minutes duration. No participant may speak more than once during a given public comment session. In order to run efficient meetings and to allow maximum opportunity for members of the public to speak, the Board reserves the right to set a different time limit for individual comments and/or to set an overall time limit for the public comment portions of the agenda. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.

Please understand that public comment portions of our agendas are not structured as question and answer sessions, but rather they are offered as opportunities to share your thoughts with the Board. The Board may or may not respond to public comments. Any Board responses to public comments will generally be addressed during Board Forum, or during committee reports. However, all comments are considered and will be investigated and addressed as appropriate.

Please be courteous and mindful of the rights of others when speaking. Comments may not be abusive, obscene, threatening or irrelevant. Please understand that students and employees have specific legal and privacy protections. The Board is not permitted to respond in public to comments about students and employees. Please also understand that the Board will not be responsible for the content of comments made by members of the public. Members of the public are cautioned that they are speaking at their own risk and any personally directed statements they make may subject them to legal liability to the effected individual.

If it is necessary for the Board to go into executive session at the end of the meeting, we will provide an estimated length of time for the session and whether any action is anticipated to be taken upon returning to public session.

VII. Student Representative - Maddie Athanasiou

No report.

VIII. Board Presentation

- 1) **Arts Integration at Oak Street School** - Jane Costa, Oak Street School Principal

Principal Jane Costa presented about arts integration into the school day at Oak Street. Key points of the presentation were:

- The function of the Creative Leadership Committee
- Music Mondays
- The Art Showcase
- Other events such as the Door Decorating Contest and Family Reading Night

Click [here](#) to view entire presentation.

2) **Class Size Report** - Nick Markarian, Superintendent

Superintendent Nick Markarian reviewed current year enrollment numbers and class sizes at each of the six schools and provided a breakdown of grades 6-12 by class size and type.

The breakdown included:

- The number of students, sections, class sizes and projections for Cedar Hill, Liberty Corner, Mount Prospect and Oak Street Elementary Schools.
- The average class size by grade and subject for William Annin Middle School
- The average class size by subject at Ridge High School

For the complete presentation click [here](#).

IX. **Superintendent's Report**

1) The Bernards Township Board of Education does hereby appoint Sean Siet **District Affirmative Action Officer** for the 2019-20 school year.

2) The Bernards Township Board of Education does hereby authorize the Affirmative Action Team to conduct the needs assessment and develop a **Comprehensive Equity Plan** 2019-22 school years.

On motion by Ms. Wooldridge, seconded by Ms. Korn Items #1-2 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman, Mr. Salmon,
Ms. Schafer, Ms. White and Ms. Wooldridge
 “Noes” - None
 “Abstain” - None

X. **Public Comment on Agenda Items**

Board Counsel John Croot reiterated his statement from the March 18, 2019 Board of Education Meeting in regard to public comment. Mr. Croot outlined that there is a well-defined chain of command within the school district. Issues related to staff or students

should typically be addressed first with the staff member involved, then at the building level with the principal, then with the central administration. It is only after a matter has been dealt with at the administrative level that it may come before the Board for some sort of action. This means that if an issue related to staff is raised by a member of the public, it is going to be referred to the appropriate step in the chain of command for consideration and, if necessary, investigation. Mr. Croot also explained that the Board is not able to respond specifically to allegations regarding staff or students, but that does not mean that the comments are not heard and are not referred appropriately through the chain of command. He also noted the privacy rights and legal protections of staff and students, and cautioned that if a member of the public makes a claim or statement against another person it could be considered defamatory and the effected individual could assert legal claims based on the comments.

A staff member addressed the Board to share her perspective on pending Board action related to herself. Several students and parents spoke on behalf of the same staff member.

Superintendent Markarian addressed the public comment and expressed appreciation for the staff member and outlined the need for an organizational approach to managing staff and the reasons for the pending Board Action.

XI. Approval of Minutes

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve the following minutes:

March 18, 2019 - Executive Session Minutes
 March 18, 2019 - Regular Session Minutes

On motion by Ms. Wooldridge seconded by Ms. Korn the foregoing were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman, Mr. Salmon,
 Ms. Schafer, Ms. White and Ms. Wooldridge
 “Noes” - None
 “Abstain” - None

XII. Finance Committee Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve a list of disbursements dated March 25, 2019 consisting of warrants in the amount of \$678,453.88.

2) The Bernards Township Board of Education acknowledges receipt of the February 2019 Financial Reports from the Board Secretary, the monthly Investment

Report for February 2019, and the Treasurer of the School Monies Report for February 2019.

BE IT RESOLVED that pursuant to N.J.A.C. 6:20-2.13(e), the Bernards Township Board of Education, after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials, and to the best of their knowledge, certifies that as of the date of the Secretary's Monthly Financial Report, no major account or fund has been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3) The Bernards Township Board of Education does hereby approve the February 2019 line item transfers totaling \$136,570.16 the 2018-19 school budget, list on file in the Board office.

4) The Bernards Township Board of Education does hereby approve **professional development expenses** in accordance with P.L. 2007 An Act Concerning School District Accountability and annual Board resolution for the 2018-19 and 2019-20 school years:

<u>Name:</u>	<u>Name of Conference:</u>	<u>Cost:</u>	<u>Date(s):</u>
R. Muraview	NJACAC Annual Conference	\$250	05/20/2019
C. Howarth	Challenge Success Conference	\$750	07/29/2019
R. Shello	Challenge Success Conference	\$750	07/29/2019

5) The Bernards Township Board of Education does hereby approve the following **field trip destinations** for the 2018-19 school year:

<u>Destination:</u>	<u>Group Attending:</u>	<u># of Students:</u>	<u>Date(s):</u>
Quibbletown Middle School	Wind Ensemble	60	05/10/2019
Sandy Hook Ocean Institute	Oak Street School 2 nd Grade	90	06/17/2019
Redshaw Elementary School	Learn to Lead Committee	20	05/03/2019

6) The Bernards Township Board of Education does hereby accept a donation from the **Ridge High School Class of 2019** and the **Ridge High School PTO** in the amount of \$4,025 to install a sign on the back brick wall of Ridge High School.

7) The Bernards Township Board of Education does hereby accept a donation from the **William Annin Middle School PTO** in the amount of \$4,950 toward the water refill stations.

8) The Bernards Township Board of Education does hereby approve home instruction for student #307093 from February 26, 2019 to March 26, 2019 at **Silvergate Prep** in the amount not to exceed \$1,920.75.

9) The Bernards Township Board of Education does hereby approve home instruction for student #302544 from March 13, 2019 to May 8, 2019 at **Professional Educational Services, Inc.** in the amount not to exceed \$3,457.35.

10) The Bernards Township Board of Education does hereby approve services for student #302995 with **Waterfall Canyon Academy** from January 14, 2019 through May 31, 2019 in the amount not to exceed \$39,825.00.

11) The Bernards Township Board of Education does hereby approve an evaluation for student #305953 with **Dr. Richard DiTuri, Psychiatrist** in the amount not to exceed \$900.00.

12) The Bernards Township Board of Education does hereby approve educational, psychological and social history evaluations for student #1000410 with **Learning Tree Multicultural** in the amount not to exceed \$2,340.00.

13) The Bernards Township Board of Education does hereby approve services by **Therapy Source Inc.** from February 2, 2019 to June 30, 2019 in the amount not to exceed \$3,680.00 weekly.

14) WHEREAS Board Policy 7243, entitled Supervision of Construction, authorizes the School Business Administrator to approve any change orders, which remain within the project budget and are essential to the timely completion of the previously approved project, without prior Board approval of said change, for any capital project, and

WHEREAS, any such change order is to only be approved by the business administrator at the review and recommendation of the project architect and/or engineer, and

WHEREAS, all change orders so authorized will be submitted to the Board for review and approval at the earliest subsequent Board meeting, and

WHEREAS, the design specifications, which are incorporated into project contract documents for construction projects, generally include a pre-set allowance amount for miscellaneous and unforeseen work or levels of work, which amount is pre-set by the project architect or engineer, and

WHEREAS, there was no provision for such allowance in the engineering specifications for the **District Wide Masonry Repair Project**, and

WHEREAS, the awarded contract was done on a time and materials basis but with a not to exceed amount and

WHEREAS, the project architect and district Director of Facilities have reviewed the quantities and materials used to complete the 189 separate projects comprising the District Wide Masonry Repair Project and determined that while said projects were completed in accordance with the approved bid time and materials rates the final quantities exceeded the project estimated specifications .

NOW, THEREFORE, BE IT RESOLVED that the board of education hereby authorizes a change order in the amount of \$1,057 for said project subject to the provision that any change order issued against this allowance will only be approved by the business administrator at the review and recommendation of the project architect and/or engineer.

15) Whereas , the Bernards Twp. Board of Education on June 18, 2018 approved a contract with **Horizon Healthcare Services, Inc. d.b.a. Horizon Blue Cross Blue Shield** for the provision of administrative services for the period 7/1/18 through 6/30/19 and

Whereas that contract includes a Section A-1: Fees, subpart BlueCard Program Access Fees, which are fees charged on a per claim basis as a percentage of the discount differential Horizon BCBSNJ receives from the applicable host Blue (other state BCBS networks) and

Whereas these fees are revised on a calendar year basis between said Blue networks and the proposed revision reduces the existing cost to the individual insured,

Now therefore be it resolved that the Bernards Twp. Board of Education does hereby approve said revision to the Section A-1: Fees of the current Administrative Services Agreement with Horizon Blue Cross Blue Shield of New Jersey and authorizes the Business Administrator to sign such amendment.

16) The Bernards Township Board of Education received bids for Interior Door Hardware Replacement at Multiple Schools on Thursday, March 21, 2019 at 11:00 AM. Bids were received from the following companies:

Bidder:	Base Bid:	Total:
C&M Door Controls, Inc.	\$179,000	\$179,000
Jersey Architectural Door & Supply, Inc.	\$202,517	\$202,517
AVCO Construction, INC.	\$238,900	\$238,900

Whereas, **C&M Door Controls, Inc.** is the lowest responsible bidder, the Bernards Township Board of Education does hereby award the contract to C&M Door Controls, Inc. 20 Markley Street, Port Reading, NJ as the lowest responsible bidder contingent upon attorney review and execution of a mutually agreeable contract.

17) The Bernards Township Board of Education does hereby approve **professional development expenses** in accordance with P.L. 2007 An Act Concerning School District Accountability and annual Board resolution for the 2018-19 school year:

Name:	Name of Conference:	Cost:	Date(s):
A. Delaney	Positive Discipline Training	\$425	04/08/2019 and 04/09/2019
C. Flanagan	Positive Discipline Training	\$425	04/08/2019 and 04/09/2019
C. Howarth	Positive Discipline Training	\$425	04/08/2019 and 04/09/2019
K. Hudock	Positive Discipline Training	\$425	04/08/2019 and 04/09/2019

18) The Bernards Township Board of Education does hereby adopt the following resolution for **out-of-district and intra-district travel** 2019-2020:

WHEREAS, the Bernards Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their

current responsibilities and for travel that promotes the delivery of instruction of furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to the maximum expenditure of \$125,000 for all staff and Board members.

On motion by Ms. White seconded by Mr. Salmon Items #1-18 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman, Mr. Salmon, Ms. Schafer, Ms. White and Ms. Wooldridge
 “Noes” - None
 “Abstain” - None

Mr. Salmon provided a report from the February 25, 2019 Finance Committee Meeting. Topics included presentations from Steven Weiser of Aramark, Dan Regan of Arthur Gallagher, a discussion about facility use for for-profit entities and the door hardware project. Mr. Salmon also provided a summary of finance items.

XIII. Personnel Committee Report

BE IT RESOLVED THAT

1) Upon the recommendation of the Superintendent, the Bernards Township Board of Education does hereby approve the withholding of Employee # 7593’s employment and adjustment increment effective September 1, 2019 through June 30, 2020.

- 2) The Bernards Township Board of Education does hereby accept the resignation of **Rosemary DeFilippis** Grade 3 Cedar Hill School effective June 30, 2019.
- 3) The Bernards Township Board of Education does hereby appoint **Vandana Thaman** School Aide Liberty Corner School at a salary of \$18.50 per hour 3 hours per day effective March 26, 2019 through June 20, 2019.
- 4) The Bernards Township Board of Education does hereby approve the following **Change in Assignments** for the 2018-19 school year:

<u>Staff Member:</u>	<u>From:</u>	<u>To:</u>
Niall Caldwell	Spring Intramurals CH 4 days per week \$2,648 12 years/3 points/\$399	Spring Intramurals CH 2 days per week \$1,324 12 years/3 points/\$399
Kimberly Bradshaw	Blast Emergency Notification \$5,000	Blast Emergency Notification \$2,083
Krissy Voorhees	Blast Emergency Notification \$1,000	Blast Emergency Notification \$2,917

- 5) The Bernards Township Board of Education does hereby approve the following **Various Assignments** for the 2018-19 school year:

<u>Name:</u>	<u>Assignment:</u>	<u>Salary:</u>
Ryan Monagle	Director of Debate for Forensics Institute	\$200 per hour/10 hours \$2,000
Pam Luthy	Friday Night Social Staff	\$28.24 per hour
Ben Askin	Friday Night Social Staff	\$21.50 per hour
Ben Donaghy	At Home Program SE	\$66.30 per hour 3/15/19- 6/30/19
Cathy Moore	AP Proctor	\$90.00 per day
Heather Watson-Kramer	AP Proctor	\$110.00 per day
Christine Lind	AP Proctor	\$90.00 per day
Sharon Cerchiaro	AP Proctor	\$110.00 per day
Karen Drach-Parker*	AP Proctor	\$110.00 per day
Michael Parker*	AP Proctor	\$110.00 per day

Patricia Satkiewicz*	AP Proctor	\$90.00 per day
Kelsey Harcourt*	AP Proctor	\$90.00 per day

*Pending County Approval

6) The Bernards Township Board of Education does hereby appoint the following **Extra-Curricular Assignments** for the 2018-19 school year:

<u>Loc:</u>	<u>Staff Member:</u>	<u>Assignment:</u>	<u>Salary:</u>	<u>Years/Points/Longevity:</u>
RH	Ryan Monagle	Assistant Forensic Debate-CFL	\$1,826.00	N/A
RH	Ryan Monagle	Assistant Forensic Debate-NFL	\$1,826.00	N/A
RH	Ryan Monagle	Assistant Forensic Debate-National Circuit	\$1,826.00	N/A
CH	Lidia D'Armiento	Spring Intramurals 1 day per week	\$662.00	2 years/0 points/\$0
RH	Robyn Evangelist	Spring Track	\$6,462.00	N/A

7) The Bernards Township Board of Education does hereby appoint the following **Extra-Curricular Assignment** for the 2019-20 school year:

<u>Loc:</u>	<u>Staff Member:</u>	<u>Assignment:</u>	<u>Salary:</u>	<u>Years/Points/Longevity:</u>
RH	Teresa Staats	Head Volleyball Coach	\$8,327.00	11 years/2 points/\$399.00

8) The Bernards Township Board of Education does hereby approve the following **District Volunteer** for the Spring 2019:

Michael Tong Girls' Golf RHS

On motion by Mr. Salmon seconded by Ms. Gray Items #1-8 were approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman, Mr. Salmon, Ms. Schafer, Ms. White and Ms. Wooldridge

“Noes” - None

“Abstain” - None

Ms. McKeon provided a report from the March 15, 2019 Personnel Committee Meeting. Topics included an Effective School Solutions update, drafts of club advisor handbooks, personnel matters and the Math Supervisor hiring process.

XIV. Policy Committee Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve the following policy on **first reading**:

- Victim of Domestic or Sexual Violence Leave (M)

2) The Bernards Township Board of Education does hereby approve the following policies and regulations on **second reading** and adopt said policies and regulations:

- P 2415.06 - Unsafe School Choice Option (M) (Revised)
- P 2431.3 - Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)
- R 2460.8 - Special Education – Free and Appropriate Public Education (M) (Revised)
- P 2610 - Educational Program Evaluation (M) (Revised)
- P 4219 - Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
- P 5111 - Eligibility of Resident/Nonresident Students (M) (Revised)
- R 5111 - Eligibility of Resident/Nonresident Students (M) (Revised)
- P 5330.04 - Administering an Opioid Antidote (M) (New)
- P 5337 - Service Animals (Revised)
- P 5600 - Student Discipline/Code of Conduct (M) (Revised)
- P 5611 - Removal of Students for Firearms Offenses (M) (Revised)
- R 5611 - Removal of Students for Firearms Offenses (M) (Revised)
- P 5612 - Assaults on District Board of Education Members or Employees (M) (Revised)
- R 5612 - Assaults on District Board of Education Members or Employees (M) (Revised)
- P 5613 - Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- R 5613 - Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- P 5756 - Transgender Students (M) (Revised)
- P 7440 - School District Security (M) (Revised)
- P 8461 - Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)
- P 8860 - Memorials (Revised)

On motion by Ms. Korn seconded by Ms. Wooldridge Item #1 was approved by the following roll call vote:

“Ayes” - Mr. Byrne (abstain Item #2 only), Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman, Mr. Salmon, Ms. Schafer, Ms. White and Ms. Wooldridge

“Noes” - None
 “Abstain” - Mr. Byrne (Item #2 only)

Ms. Korn provided a report from the March 11, 2019 Policy Committee Meeting. Topics included email responses and Ms. Korn provided a summary of Policies and Regulations that are up for first and second reading.

XV. Curriculum Committee Report

BE IT RESOLVED THAT

1) The Bernards Township Board of Education does hereby approve the following new courses for the 2019-20 school year:

<u>School:</u>	<u>Title:</u>
Ridge High School	Computer Applications in Business
Ridge High School	AP Research

On motion by Ms. Wooldridge seconded by Ms. Gray Item #1 was approved by the following roll call vote:

“Ayes” - Mr. Byrne, Ms. Gray, Ms. Korn, Ms. McKeon, Ms. Richman, Mr. Salmon, Ms. Schafer, Ms. White and Ms. Wooldridge
 “Noes” - None
 “Abstain” - None

Due to the sound quality issues at the previous Board of Education meeting Ms. Gray provided a repeat report from the March 1, 2019 Curriculum Committee meeting. Topics at the meeting included textbook approvals, the schedule of Program Evaluations, the Senior Experience, the test return policy, Honors Algebra II, the Rotating Drop Schedule, an ELL update and the Health Program.

XVI. Advocacy Committee Report

No report.

XVII. Ad Hoc SEL Committee Report

Ms. Richman repeated the report that she presented at the March 18, 2019 Board of Education Meeting due to sound quality issues. Topics at the February 28, 2019 Ad Hoc SEL Committee Meeting included the January 30, 2019 SEL Wellness In-Service day where a main topic was mindfulness and meditation, the SEL Committee discussed how to increase the attendance at events, an update from Ms. Smith regarding K-12 Counseling Alignment and the Rotating Drop school visits.

XVIII. Liaison Committee Reports

No report.

XIX. Public Comment on Non-agenda Items

Public comments were made with regard to unused snow days and the WeTip reporting system.

XX. Board Forum

Board members commented on the good sound quality at the PAC and a recent substance abuse assembly at Ridge High School.

XXI. Adjournment

On motion by Ms. Wooldridge and seconded by Mr. Salmon and approved by all present, the meeting was adjourned at 9:22 p.m.

Respectfully submitted,

Rod McLaughlin
Board Secretary