

BORDENTOWN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING

+Document Provided  
\*\*Consent Agenda Item

MINUTES - January 2, 2013

**A. CALL TO ORDER**

The Re-Organization/Conference Meeting of the Board of Education of the Bordentown Regional School District was convened on the above date at 7:00 p.m. with the Board Secretary presiding.

**SUNSHINE LAW STATEMENT**

The Board Secretary read the following statement:  
In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: Announcement of this re-organization meeting was conveyed in the Burlington County Times and Trenton Times on October 18, 2012, as well as published continually on the district's website starting December 19, 2012.

The Secretary will enter this public announcement into the minutes of this meeting.

**B. FLAG SALUTE/SILENT REFLECTION**

The Board Secretary led the members of the Board and audience in the salute to the flag and moment of silent reflection.

**C. ELECTION RESULTS**

November 6, 2012 Election Results—Source: Official counts per Clerk of Burlington County

**Bordentown Regional BOE-Burlington City—One seat open**

Joann Dansbury	434
Augustine Martinez	241
Ellen Wehrman	822

**Bordentown Regional BOE-Burlington Township—Two seats open**

Howard Barman	763
Kevin D. Creegan	1,531
Thomas Dalton	1,301
Korn L. Durkin	1,070
Timothy Hartmann	1,624
Personal Choice	29

**D. SWEARING IN OF NEW BOARD MEMBERS AND OATH OF ALLEGIANCE**

**E. ROLL CALL**

The following members answered roll call: Mr. Drew, Mr. Creegan, Ms. Gens, Ms. Goff, Mr. Hartmann, Mr. Potts, Ms. Wehrman, Ms. Zablow, and Ms. Hartmann. ABSENT: None.

Also attending: Dr. Constance J. Bauer, Superintendent, and Mr. Eloi Richardson, School Business Administrator/Board Secretary.

Staff attending: Roberta Hance, Christopher O'Leary, Lori Fryc, Anthony Rizzo, Ricardo Pina, Mike Brennan, and Kathy Creegan.  
Visitors attending: John Moynihan, Howard Zablow, Marianne Jackson, Keith & Sharon Zimmerman, and Reba Snyder.

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**F. PUBLIC FORUM - FOR AGENDA ITEMS - None**

Members of the public are invited to submit comments pertaining to educational Matters during the public comment portion of the meeting. The Board, pursuant to the Open Public Meetings Act, will not entertain comments pertaining to student or personnel matters or matters pertaining to negotiations or litigation and may choose not to respond to any comments made by members of the public during this portion of the meeting. However, the Board will give all comments appropriate consideration and will refer all complaints to the administration for resolution. Please be aware that all Board employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public. The maximum time per member of the public shall be three minutes. Please state your name and address for the record.

**G. RE-ORGANIZATION MEETING BUSINESS**

A motion was made by Ms. Gens, seconded by Ms. Zablow to approve the following:

1. Nomination & Election of Board Officers

a. President - Lisa Kay Hartmann

ON A ROLL CALL VOTE:

AYES: Mr. Creegan, Ms. Gens, Ms. Goff, Mr. Hartmann, Ms. Hartmann, Mr. Potts, Ms. Wehrman and Ms. Zablow. NOES: Mr. Drew. ABSTENTIONS: None. ABSENT: None.

Motion approved by majority.

A motion was made by Mr. Potts, seconded by Ms. Wehrman to approve the following:

b. Vice President - Kim Zablow

ON A ROLL CALL VOTE:

AYES: Mr. Creegan, Mr. Drew, Ms. Gens, Ms. Goff, Mr. Hartmann, Ms. Hartmann, Mr. Potts, Ms. Wehrman and Ms. Zablow. NOES: None. ABSTENTIONS: None. ABSENT: None.

Motion unanimously approved.

*New Board President presides for the rest of the meeting*

2. +Motion to adopt Board Member Code of Ethics (Read by Board Members)
3. Motion to adopt current Board Policies and parliamentary procedures (i.e. - Robert's Rules of Order)
4. Motions To Adopt/Authorize:
  - a. Check Signing by Machine
  - b. Board Secretary to sign payroll checks in absence of the Treasurer
  - c. Designate Official Depositories - All Duly Certified Depositories in the State of New Jersey
  - d. Designate Bank Account Signers to the next re-organization meeting in 2014
    - Board President or Vice President
    - Board Secretary/Business Administrator or Superintendent of Schools
    - Treasurer of School Monies
  - e. +Designate Official Publications
    - Burlington County Times
    - Register News
    - Trenton Times
  - f. +Notice of Mailing Fees
  - g. Appoint Custodian of School Records/Public Agency Compliance Officer, Mr. Eloi Richardson, BA/BS.

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- h. +Board of Education Committees per Policy # 9130 (current appointments will be under review by current Board President)
- i. Approve Transfer of funds between Board meetings.
- j. Approve Appointment of Purchasing Agent and Authorization to award contracts up to bid thresholds and set quote threshold at 15% of bid threshold amount. - 18A:18A-3
- 5. Motion to appoint Providers of Professional Services
  - a. +Treasurer: Mr. Thomas A. Haje, for one year, from January 2, 2013 or until a successor is selected at the 2014 Reorganization meeting of the Board, at a fee of \$721.66 per month, totaling \$8,660. [Prior 3 years' fee was \$8,491 per year]
  - b. +Labor Negotiator: Taylor, Whalen, and Hybbeneth, for one year, from January 2, 2013 to the earlier of either (1) the 2014 reorganization meeting of the Board or (2) settlement of the contract for which the negotiator was retained, at a fee of \$175.00 per hour (an increase from the \$160.00 per hour for 2012), with a maximum not to exceed \$20,000.00.
  - c. +Board Solicitor: Parker McKay, for one year, from January 2, 2013 or until a successor is selected at the 2014 Reorganization meeting of the Board, at a fee of \$160.00 per hour (no change from the prior year), with a maximum not to exceed \$50,000.00
- 6. +Motion to adopt regular meeting schedule for balance of calendar year 2013 in accordance with Open Public Meeting Act

ON A ROLL CALL VOTE (items 2 and 6):

AYES: Mr. Creegan, Mr. Drew, Ms. Gens, Ms. Goff, Mr. Hartmann, Ms. Hartmann, Mr. Potts, Ms. Wehrman and Ms. Zablow. NOES: None. ABSTENTIONS: None. ABSENT: None.  
Motion unanimously approved.

ON A ROLL CALL VOTE (items 3, 4 and 5):

AYES: Mr. Drew, Ms. Gens, Ms. Goff, Mr. Hartmann, Ms. Hartmann, Mr. Potts, Ms. Wehrman and Ms. Zablow. NOES: None. ABSTENTIONS: Mr. Creegan. ABSENT: None.  
Motion approved by majority.

**H. CONSENT AGENDA APPROVAL (R.C.\*)**

A motion was made by Ms. Zablow, seconded by Ms. Goff to approve the following:

- 1. \*\*Motion to approve Travel Requests
- 2. \*\*Motion to accept HIB Report

ON A ROLL CALL VOTE (items 1-2):

AYES: Mr. Creegan, Mr. Drew, Ms. Gens, Ms. Goff, Mr. Hartmann, Ms. Hartmann, Mr. Potts, Ms. Wehrman and Ms. Zablow. NOES: None. ABSTENTIONS: None. ABSENT: None.  
Motion unanimously approved.

**I. PERSONNEL REPORT**

A motion was made by Ms. Gens, seconded by Ms. Zablow to approve the following:

Appointments, Per Superintendent's Recommendation:  
Resolution: Criminal History Check

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The following staff, positions, and salaries are appointed for emergent hiring pending completion and certification of the State of New Jersey criminal history check. Affidavit(s) is (are) from the applicant(s) attesting to no criminal record are in the Superintendent's possession. Staff to whom this resolution applies are noted in bold print.

\*ALL BREA SALARIES AND STIPENDS WILL BE PAID AT 2011-2012 RATES AND WILL BE ADJUSTED PENDING NEGOTIATIONS\*

1. Motion to approve Mr. Robert Scott to coach a student from BRHS who will compete in two fencing competitions at no cost to the District
2. Motion to approve leave of absence for employee # 4990 from position of Special Education Teacher at Clara Barton School, effective April 1, 2013 through the 2013/14 school year. Employee will use 22 accumulated paid sick days from April 1, 2013 through April 30, 2013 to run concurrent with FMLA and NJFLA. Employee will continue unpaid leave from May 1, 2013 through June 30, 2014
3. +Motion to approve the following personnel to work in the After School Special Education Program for 1 hour/day (immediately after school) Tuesday through Thursday from January 8, 2013 through March 21, 2013. Teachers will be paid a stipend of \$1,275 upon conclusion of the program.
  - a) Jessica Silva
  - b) Lisa Wendel
  - c) Paula Mann
  - d) Kendall Haring
  - e) Paula Roth
  - f) Chad Looney\*
  - g) Jessica Ding\*
  - h) Susan Snyder - substitute\*\*\*
  - i) Leona Stanton\*\*

Teachers will be paid \$1,275 payable at the conclusion of the program.

\*Currently employed as instructional aides but are certified teachers.

\*\*Coordinator will receive an additional \$400.

\*\*\*Substitute will receive stipend based on pro-rata share for coverage.

4. +Motion to approve Mr. James Ransavage as full-time substitute Art Teacher at Bordentown Regional High School effective January 3, 2013 through June 21, 2013. Mr. Ransavage will follow the long term per diem substitute pay scale

ON A ROLL CALL VOTE (items 1-4):

AYES: Mr. Creegan, Mr. Drew, Ms. Gens, Ms. Goff, Mr. Hartmann, Ms. Hartmann, Mr. Potts, Ms. Wehrman and Ms. Zablow. NOES: None. ABSTENTIONS: None. ABSENT: None.

Motion unanimously approved.

J. BUSINESS, FINANCE & OPERATIONS

A motion was made by Ms. Gens, seconded by Ms. Goff to approve the following:

1. Motion to pre-approve, as recommended from the audit for June 30, 2012, annual limits for "regular business travel" for 2012-13 by employees whose duties require such, as permitted by Board Policy #9250 and NJAC 6A:23A-7.3(b). Cumulative reimbursements for "regular business travel" up to their specified limits would be deemed pre-approved by the Board; any

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cumulative amounts in excess of their limits during the year will require Board approvals prior to reimbursements. These employees will still need to submit proper evidence of their "regular business travel". Moreover, any employee incurring allowable expenses may request reimbursement, which will be submitted for Board approval. The specific employees with such Board pre-approval as stipulated above are as follows:

- At annual maximum of up to \$400.00 each:

➤ Hess, Erich	➤ Pina, Ricardo
➤ Landers, Brent	➤ Rivera, Amy
➤ Moore, William	

- At annual maximum of up to \$420.00 each:

➤ Cumming, Daniel	➤ Stewart, Andrew
➤ Dixon, George	

2. Motion to approve travel to Indianapolis, Indiana for Ms. Michelle Quigley who will replace Mr. Joseph Sprague, previously approved on December 12, 2012. This is to attend award ceremonies in January 2013 honoring students selected as "All American Athletes" in the field of Soccer.

ON A ROLL CALL VOTE (items 1-2):

AYES: Mr. Creegan, Mr. Drew, Ms. Gens, Ms. Goff, Mr. Hartmann, Ms. Hartmann, Mr. Potts, Ms. Wehrman and Ms. Zablow. NOES: None. ABSTENTIONS: None. ABSENT: None.  
Motion unanimously approved.

K. POLICY - None

L. CURRICULUM REPORTS - None

M. COMMITTEE REPORTS - None

N. SUPERINTENDENT'S REPORT - None

O. DISCUSSION/INFORMATION ITEMS - None

P. NEW HANOVER REPORT - Chris Sirak

- New Hanover Re-organization meeting scheduled for 1/3/13.
- Concert went well.

Q. UNFINISHED BUSINESS - None

R. BOARD and PUBLIC FORUM - None

Members of the public are invited to submit comments pertaining to educational matters during the public comment portion of this meeting. Please report to the microphone and state your name and address for the record prior to addressing the Board of Education. The board, pursuant to *Open Public Meetings Act*, will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting; however, the board will give all comments appropriate consideration and will refer all initial complaints to the administration for resolution. The board may set time limits for the Public Forum and will let the public know of these restraints at the beginning of each Public Forum session.

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Please be aware that all board employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey.

S. EXECUTIVE SESSION RESOLUTION - None

+RESOLUTION:

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting; and

WHEREAS, the Board of Education of Bordentown Regional School District ("Board of Education") has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the regular meeting of the Board of Education will reconvene following the end of the closed session, approximately 7:00 pm this evening.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public (Provision relied upon: \_\_\_\_\_);

Any matter in which the release of information would impair a right to receive funds from the federal government;

Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: \_\_\_\_\_);

Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

Any investigations of violations or possible violations of the law;

Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is entitled: \_\_\_\_\_)

(If contract negotiation, the nature of the contract and interested party is \_\_\_\_\_)

Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the Board of Education's position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact);

Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing, 124 N.J. 478, the employee(s) and nature of discussion is \_\_\_\_\_);

Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.

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BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board of Education Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

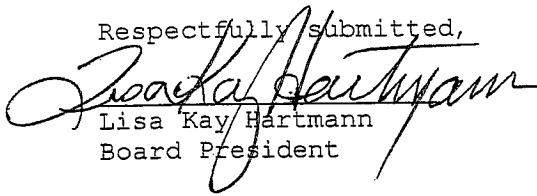
I, Mr. Eloi Richardson, Board Secretary do hereby certify the above to be a true and correct copy of a resolution adopted by the Bordentown Regional School District, Board of Education at its meeting held on 1/2/13.

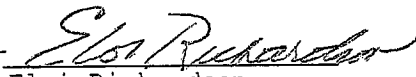
**T. ADJOURNMENT**

A motion was made by Mr. Potts, seconded by Ms. Gens to adjourn the meeting at 7:35 p.m.

Motion unanimously approved.

Respectfully submitted,

 Lisa Kay Hartmann  
Board President

 Eloi Richardson  
Eloi Richardson,  
School Business Administrator/Board Secretary

