

BORDENTOWN REGIONAL HIGH SCHOOL – LIBRARY  
6:00 PM ~ PUBLIC SESSION

A. CALL TO ORDER

+Document Provided  
+\*Consent Agenda Item

Sunshine Law 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:

Schedule of meetings to be held from April 4, 2012 through December 12, 2012 was conveyed to the *Burlington County Times*, *Register News*, and the *Trenton Times* on March 8, 2012. **The change in time for this meeting was conveyed to the Burlington County Times and the Trenton Times on December 3, 2012.**

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

B. FLAG SALUTE/SILENT REFLECTION

C. ROLL CALL

D. EXECUTIVE SESSION (if Necessary)

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.

**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 9/19/2012.**

\_\_\_\_\_, Board Secretary

**E. PUBLIC FORUM – FOR AGENDA ITEMS ONLY**

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.

**F. RECOGNITION/PRESENTATION**

1. +2011-2012 Audit Presentation – Mr. Jack Maley, Auditor (Comprehensive Annual Financial Report , “CAFR” sent home; Corrective Action Plan is in this packet)
2. +Motion to accept the 2011-2012 CAFR and the related Corrective Action Plan
  - Tuition charges: Board discussions on all charges and adjustments will be documented in applicable minutes of public board meetings
  - Budget Transfers: Monthly transfer needs will include determining and requesting the County Superintendent’s approvals, if applicable.
  - Internal controls associated with CDA: This will include (1) instituting on-going office staff training; (2) updating/developing administrative checklists/guides as needed to assist staff in carrying out their daily tasks; (3) enhancing supervisory review processes over such financial transactions.
  - Preparation of ASSA: Preparation processes will include secondary reviews by alternative staff of the data entry and supporting details.
  - Preparation of DRTRS: Preparation processes will include secondary reviews by alternative staff of the data entry and supporting details.

- Travel reimbursement (related to “regular business travel” by certain staff): These will be (1) pre-approved for a maximum annual level as allowed by Code; (2) monitored during the year; (3) ; regular business travel in excess of these individuals’ established limits will be submitted for Board approval prior to reimbursement.

3. + NJ State Department of Agriculture Awards—Healthier US School Challenge: **Assemblyman Mr. Troy Singleton, Distinguished guest**
4. **BRMS RAPS – Mr. Sam Tola**
5. Thanksgiving Baskets – Ms. Jodi Glenn
6. BRHS Fall All Stars – Mr. Joseph Sprague
7. BRHS Girls’ Soccer Team, Central Jersey Group 2 Champions – Mr. Joseph Sprague

**G. STUDENT REPRESENTATIVES**

Liana Beharrysingh

**H. UNFINISHED BUSINESS**

1. Motion to accept, with gratitude, a donation of \$15,458.24 from the Education Foundation; amount to be used for district wide student technology needs

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

1. \*+Motion to approve Minutes from October 3, 2012; November 5, 2012; November 14, 2012
2. \*+Motion to approve Travel Requests
3. \*+Motion to approve Bill List
4. \*+Motion to approve Board Secretary/Treasurer Report
5. \*+Motion to approve Substitute List
6. \*+Motion to accept HIB Report (information forthcoming)
7. \*+Motion to accept District Support Staff Report
8. \*+Motion to accept Special Education Student Placements
9. \*+Motion to accept Enrollment & Principal Reports

BRHS	704
BRMS	537
MIS	392
CBS	250
PMS	<u>615</u>
	2498

**J. COMMITTEE REPORTS**

**K. SUPERINTENDENT’S REPORT**

1. +Motion to accept Bi-Annual HIB Report

**L. PERSONNEL REPORT**

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

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

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

1. Motion to transfer Ms. Kimberly Blood from middle school teacher of science to elementary school staff, effective December 6, 2012
2. Motion to approve Ms. Cynthia Grayson as long term substitute for BRMS Science Teacher effective December 6, 2012. Ms. Grayson will follow the long term per diem substitute pay scale
3. Motion to accept resignation of Ms. Nina **Woolston** from the position of Assistant Softball Coach for the 2013 Spring season at BRHS
4. Motion to accept resignation of Mr. Brian Wheeler from the position of part-time Assistant Boys' Track Coach for the 2013 Spring season at BRHS
5. Motion to accept resignation of Ms. Jessica Ding from the position of Instructional Aide at MIS effective December 21, 2012
6. Motion to rescind approval of Ms. Susan Satkofsky as maternity leave replacement for full-time Special Education Teacher at PMS previously approved on November 14, 2012
7. Motion to approve Ms. Jennifer Hamer as maternity leave replacement for full-time Special Education Teacher at PMS effective January 2, 2013 through May 1, 2013. Ms. Hamer will follow the long term per diem substitute pay scale
8. +Motion to approve **Mr. Evan Mahoney** as full-time K-3 Physical Education/Health Teacher at CBS effective January 2, 2013 through June 21, 2013. Mr. Mahoney will follow the long term per diem substitute pay scale
9. +Motion to approve Ms. Dorothy Romano as Secretary to the Principal at MIS effective December 17, 2012, Step 1 with a salary of \$39,945. This replaces a retirement
10. +Motion to approve **Ms. Catherine Anderson** as part-time Instructional Aide, Step 1, 25.5 hrs/week in the 4/5 Severe Learning Disabilities class at MIS effective January 2, 2013 with a salary of \$14,533. This replaces a resignation
11. Motion to approve leave of absence for employee # 4458 from position of Transportation Driver. Employee will use accumulated paid sick days from November 13 until further notice to run concurrent with FMLA. The employees 32 accumulated paid sick days would be exhausted on January 9, 2013
12. Motion to approve leave of absence for employee # 5353 from position of Transportation Aide. Employee will use 22 accumulated paid sick days from December 11, 2012 through January 22, 2013 to run concurrent with FMLA
13. Motion to approve extending leave of absence for employee # 5397 from position of Transportation Aide originally approved on October 3, 2012 for 36 accumulated sick days to run concurrent with FMLA. Extending 32 days of unpaid leave from December 3, 2012 through January 28, 2013
14. Motion to approve leave of absence for employee # 5947 from the position of Autistic Aide at PMS. Employee will use 15 accumulated paid sick days from December 3, 2012 through January 2, 2013 to run concurrent with FMLA
15. Motion to approve leave of absence for employee #4460 from the position of Math Teacher at BRMS, effective February 4, 2013 through June 21, 2013. Employee will use accumulated paid sick days from February 4, 2013 through April 5, 2013 to run concurrent with FMLA and NJFLA. Employee will continue unpaid leave from April 8, 2013 through June 21, 2013
16. Motion to approve Ms. Jessica Garies, a student of Burlington County College, to complete 12 hours of observation under the supervision of Ms. Melissa Pinder and Ms. Michele Fecher at BRHS during the month of December, 2012
17. Motion to approve Ms. Melissa Durham, a student of Rowan University, to complete her internship under the supervision of Ms. Jessica Silva at CBES
18. Motion to approve Ms. Kristen Varvar, a student of Rowan University, to complete her internship under the supervision of Ms. Heather Wawrzyniak at CBES

19. Motion to approve Ms. Deanna Boccuzzo, a student of Rider University, to complete her internship in middle school mathematics under the supervision of Ms. Stephanie Kohnke at BRMS, three hours weekly, February 7, 2013 through April 25, 2013
20. Motion to approve Mr. Robert DeStefano, a student of Rider University, to complete his internship in middle school mathematics under the supervision of Ms. Stephanie Kohnke at BRMS, three hours weekly, February 7, 2013 through April 25, 2013
21. Motion to approve Ms. Amy Rabenda, a student of The College of New Jersey, to complete her internship in guidance under the supervision of Mr. Toby Sebelist at BRMS
22. Motion to approve Ms. Tiffany Scerbo, a student of Rider University, to complete her student teaching in English under the supervision of Ms. Katina Ingram at BRHS for the Spring semester January 28, 2013 through May 9, 2013
23. +Motion to approve Ms. Lisa Hudik to participate as part of a science curriculum development team study at no cost to the district
24. Motion to approve the following teachers to lead the BRMS After-School Basic Skills Program, January, 2013 through April, 2013. The staff members will be paid through funds from the NCLB grant and will receive \$850 each.

Session	6 <sup>th</sup> Grade	7 <sup>th</sup> Grade	8 <sup>th</sup> Grade
1 <sup>st</sup> Session (Math) (1/8-2/14)	S. Ognibene/E. Voshell	TBD	J. Demas
2 <sup>nd</sup> Session (LA) (2/25-4/18)	Patty Ridolfi	Jessica Borek	Karen Yakabosky

25. Motion to approve the following teachers to lead the Basic Skills and English as a Second Language after-school Programs, January, 2013 through March, 2013.

<b>Staff Member</b>	<b>Room</b>	<b>Stipend</b>
<b>Clara Barton</b>		
Alexandra Guido – Grade 1	110	\$1,275
Heather Wawrzyniak – Grade 2	220	\$1,275
Donna Sensi-Grade 3	207	\$1,275
<b>Peter Muschal</b>		
Heather Martino – Grade 1	502	\$1,275
Barbarann Mazza-Grade 2	214	\$1,275
Cara DePiano – Grade 3	209	\$1,275
<b>MacFarland Intermediate</b>		
Allison Blackman– Grade 4	201	\$1,275
Colette Campellone – Grade 5	301	\$1,275

**ESL Staff – January – April 2013**

<b>Elementary</b>	<b>Room</b>	<b>Stipend</b>
Jan Wilson	302	\$2,000

**INFORMATION:**

26. **+JOB POSTINGS:** 10 Stipend Positions for Instructors for After School Special Education – Art Education Teacher at BRHS – Instructional Aide – Elementary Physical Education/Health Teacher at CBS – Full-time Occupational Therapist – BRHS Boys Assistant Track Coach – BRHS Softball Assistant Coach – **BRMS Teacher of Mathematics, Maternity Leave Replacement**

**M. BUSINESS, FINANCE & OPERATIONS**

1. +Motion to accept Board Secretary's monthly Certification: Budgetary Line Item Status and Budgetary Major Account Fund Status for November 2012.
2. +Motion to approve Transfer of Funds
3. **+Motion to submit additional SY 2012-13 alternative bathroom plans for PMS, per attached exhibition in the Board Office, to the County Office (DOE) for approval**
4. +Motion to accept, on advice of Board counsel, a proposed settlement offer from Archway Programs concerning its lawsuit contesting tuition charges disallowed by the Department of Education for school years 1994-95 through 1998-99 in the prorated net amount of \$328.99 as being in the best financial interest of the district given an evaluation of relevant factors of time and additional costs. This represents approximately 37% (the same amount for the approximate 106 districts involved) of the \$895.90 overcharges applicable to Bordentown Regional School District.
5. +Motion to approve armored courier service agreement with Eastern Armored Services for the period beginning January 1, 2013 to December 31, 2013 at a rate of \$270 per month ( annualized \$3,240), which remains unchanged from 2012.
6. Motion to dispose of a 1985 small riding mower and a milk refrigerator which are each deemed not cost justified to repair or to maintain.
7. 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 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:

➤ Barrera, Jane	➤ Lympert, James
➤ Chen, Jackie	➤ McNeil, Diana
➤ Cifelli, Cheryl	➤ Mizerak, Dianne
➤ Corbin, Doug	➤ Montalto, Michael
➤ Corey, Xiaofan	➤ Priano, Michael
➤ Costigan, Patricia	➤ Rossi, Francine
➤ D'Antoni, Christina	➤ Singler, Adrienne
➤ Day, Cynthia	➤ Sullivan, Louise
➤ Ehner, Denise	➤ Vieira, Robert
➤ Esposito, Donna	➤ Walker, Kim
➤ Finn, Courtney	➤ Wig, Barbara
➤ Kafer, Jennifer	➤ Wingo, Jillian
➤ Katz, Gail	➤ Zack, Christina

- At annual maximum of up to \$800.00 each:

➤ Mohacsi, Suzann	➤ Sprague, Joseph
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8. Motion to approve travel to Indianapolis, Indiana for the following students and staff to attend award ceremonies in January 2013 honoring these students on their selection as "All American Athletes" from among their peers in the field of Soccer, at a total cost for air travel, hotel accommodations, and incidentals, not to exceed a cumulative total of \$5,000:
  - Student honorees: Mr. Brandon Hudik; Ms. Alexis McTamney

- Accompanying staff: Mr. Michael Brennan, Coach; Mr. Dominick Castaldo, Coach; Mr. Joseph Sprague, Assistant Principal. At this time, a female chaperone is not anticipated as the athlete's parents will be in attendance for the duration of the event.
9. +Motion to approve the following changes in joint agreements payable to or from other school districts due to price adjustment(s) on quote(s):
    - To Northern Burlington School District: To transport one student to and from Yale School Cherry Hill, effective July 5, 2012 to August 14, 2012; old cost \$1,323; new cost \$1,790.45—Balance owed: \$467.45
    - To Kinder Glide, Inc: To transport one student to and from Children's Center in Monmouth, effective September 1, 2011 to June 30, 2012; old cost \$53,843.4; new cost: \$45,743.4— Refund \$8,100.00
  10. +Motion to approve Bus Evacuation Drills in October 2012
  11. Motion to approve sponsorship of one student from BRHS to attend Boy State for a total of \$225 payable to American Legion Post 26. This is a 5 day program held in June of 2013 at Rider University
  12. Motion to approve IDEA Grant for 2012-2013: Basic \$530,600; Pre-School \$26,506
  13. Motion to adopt a resolution to our Congressional representatives urging that they take appropriate action to amend the Federal Budget Control Act of 2011 to mitigate the potential drastic cuts in education funding (aka: "sequestration") that would have a deleterious effect on our students and communities. (resolution attached exhibit A)

**N. POLICY**

**O. CURRICULUM REPORT**

1. Three children from same family to be homeschooled (1<sup>st</sup> grader and two 4<sup>th</sup> graders) for the rest of the 2012-2013 School Year

**P. DISCUSSION/INFORMATION ITEMS**

**Q. NEW HANOVER REPORT – CHRIS SIRAK**

**R. PUBLIC COMMENTS**

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. 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. ADJOURNMENT**