

Board of Education – Bordentown Regional School District

Action Meeting Agenda

April 12, 2017

**BORDENTOWN REGIONAL HIGH SCHOOL – LIBRARY
6:30 PM ~ EXECUTIVE SESSION
7:00 PM ~ PUBLIC SESSION**

A. CALL TO ORDER

+Document Provided

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 January 18, 2017 through January 3, 2018 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 5, 2017. **The change in time for this meeting was conveyed to the Burlington County Times and the Trenton Times on April 6, 2017.**

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

B. FLAG SALUTE/SILENT REFLECTION

C. ROLL CALL

D. EXECUTIVE SESSION

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: _____)

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(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);

X 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 Employee # 5340);

_____ 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 1/4/2017.

_____, Board Secretary

E. RECOGNITION/PRESENTATION

- 1. CBS Choir with Ms. Bender performing songs from their upcoming performance of *Cinderella*
- 2. 2016-17 Winter All Star Athlete Recognitions

F. STUDENT REPRESENTATIVES

G. 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 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.

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 **five** (5) minutes and limited to a **thirty** (30) minute total. Please state your name and address for the record.

H. UNFINISHED BUSINESS

I. CONSENT AGENDA APPROVAL

- 1. +Motion to approve Travel/Mileage reimbursement requests
- 2. +Motion to approve Minutes, March 1, 2017 and March 15, 2017
- 3. +Motion to approve Bill List, March 2017
- 4. +Motion to approve Board Secretary/Treasurer Report, March 2017

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- 5. **+Motion to approve Substitute List**
- 6. +Motion to approve Special Education Student Placement
- 7. +Motion to accept Director of Special Services Report
- 8. +Motion to accept Director of Curriculum and Instruction Report
- 9. +Motion to accept District Support Staff Report
- 10. +Motion to accept Enrollment & Principal Reports:
 - BRHS 727
 - BRMS 594
 - MIS 388
 - CBS 246
 - PMS 539
 - 2,494

J. COMMITTEE REPORTS

K. SUPERINTENDENT’S REPORT

- 1. +Motion to accept HIB Report & Determinations (**Data chart to be updated prior to meeting**)

School	# of Reports	# of HIB
CBS	0	0
PMS	3	1
MIS	1	1
BRMS	0	0
BRHS	1	0
TOTAL:	5	2

L. CURRICULUM REPORT

- 1. Motion to approve a field trip for BRHS Computer Science STEM Class to go to NYC Twitter Headquarters on Wednesday, April 5, 2017. Students will pay \$10.00 each to cover the cost of district transportation. (This trip was approved between meetings)
- 2. Motion to approve a field trip for BRHS Guidance Counselors to take a group of 20-30 high school juniors to visit Drexel University and tour the campus on Thursday, April 6, 2017. Students will pay \$10 each to cover the cost of district transportation. (This trip was approved between meetings)
- 3. +Motion to approve a request for district transportation by The Nebraska Project recipients, 8 students and 2 faculty members, to and from Newark airport on June 19, 2017 and June 25, 2017 to be charged to CDA at a total trip cost of \$454.28.
- 4. +Motion to approve a field trip for the BRHS Model UN Club to Highland Park High School in the spring of 2017. Students will research and prepare position papers as a delegate and prepare for an intense debate on current issues. The cost is \$25 a student to cover district transportation cost.

M. PERSONNEL REPORT

Appointments, Per Superintendent's Recommendation:

Resolution: Criminal History Check

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 accept Superintendent's recommendation to dismiss employee #5340. Employment will end effective April 12, 2017.

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2. Motion to accept resignation from Ms. Kimberly Sarnese from the position of school nurse at BRMS, effective June 20, 2017.
3. Motion to accept resignation due to retirement from Ms. Sandra Ewell from the position of Director of CDA, effective October 1, 2017.
4. Motion to amend Mr. Ryan Kent as a long term leave replacement at BRHS, effective February 10, 2017 through June 20, 2017. Mr. Kent will be compensated according to the long term leave pay scale. After 60 working days, Mr. Kent will be compensated at Step 1, BA, with a pro-rated salary of \$51,412. Mr. Kent was hired as a short term sub in February but will remain in the position until the end of the 2016-17 school year.
5. +Motion to approve **Ms. Kristen Kinsella** as a long term leave replacement at MIS, effective May 1, 2017 through June 20, 2017. Ms. Kinsella will be compensated according to the long term leave pay scale.
6. Be it resolved that the commencement of leave of absence requested by employee #6542, effective May 22, 2017 through June 20, 2017 is hereby approved subject to verification of the requested duration of such leave in accordance with the applicable provisions of FMLA and NJFLA and Board Policy 4151.2/4251.2 and further subject to employee’s continued payment of all required health care contributions in accordance with Board policy and applicable law.
7. Be it resolved that the commencement of leave of absence requested by employee #6063, effective May 10, 2017 through June 20, 2017 is hereby approved subject to verification of the requested duration of such leave in accordance with the applicable provisions of FMLA and NJFLA and Board Policy 4151.2/4251.2 and further subject to employee’s continued payment of all required health care contributions in accordance with Board policy and applicable law.
8. +Motion to approve Mr. Michael Montalto to run a BRSD Summer Jazz Program for BRMS and BRHS students. The cost will be \$85 per student. This includes 15 hours of classroom instruction, a live performance and a tee-shirt. Mr. Montalto will be paid from the fees collected.
9. Motion to approve the following staff members to help out at the Tournament of Champion practices after school at MacFarland Intermediate School for 6 practices. Compensation will be at their hourly contracted rate per each hour of practice they attend:
 - a. Maura Hollern – Coordinator, 6 practices
 - b. Mike Priano – 6 practices
 - c. Loren Grabowski – 6 practices
 - d. Donna Glover – Nurse, 6 practices
 - e. Jill Wingo – Mondays, 3 practices
 - f. Kim Rosenberg – Wednesdays, 3 practices
10. Motion to approve the following Staff members/room assignments for the Summer Basic Skills program. Funding is provided through the NCLB grant. Instructors will perform targeted small group instruction 4 days a week (Monday through Thursday) from 9:00- 12:00. This program will run from June 26, 2017 through July 20, 2017 at the Peter Muschal Elementary School. *No session will be held on Tuesday, July 4th.*

<u>Staff Member</u>	<u>Grade Level</u>	<u>Room Number</u>	<u>Stipend</u>
Melanie Stokes	TBD	TBD	2500.00
Lauren Brandimarto	TBD	TBD	2500.00
Barbarann Mazza	TBD	TBD	2500.00
Debra McKown	TBD	TBD	2500.00
Dawn Medici	TBD	TBD	2500.00
Kristen Kenna	TBD	TBD	2500.00
Megan Jonigkeit	TBD	TBD	2500.00
Elizabeth Mitchell	TBD	TBD	2500.00
Colette Campellone	TBD	TBD	2500.00
Alexandra Guido	TBD	TBD	2500.00

Rooms for approval: 204, 205, 209, 211, 212, 214, 303, 305, 412, 506, 507

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- 11. Motion to approve the following staff members/room assignments for the English as a Second Language program. Funding is provided through the NCLB grant. The instructor will perform targeted small group instruction 4 days a week (Monday through Thursday) from approximately 9:00- 12:00. The instructor will incorporate thematic field trips into the weekly schedule which may extend their Thursday from 9:00-2:00. This program will run from June 26, 2017 through July 20, 2017 at the Peter Muschal Elementary School. *No session will be held on Tuesday, July 4th.*

Staff Member	Grade Level	Room Number	Stipend
Jan Wilson	ESL K-3	115	2500.00

- 12. Motion to approve **Ms. Renee Schipsi** as a substitute for the Before/After School Program, effective April 13, 2017 with an hourly wage of \$12/hr.
- 13. Motion to approve **Ms. Dian McCormick** as a substitute for the Before/After School Program, effective April 13, 2017 with an hourly wage of \$12/hr.
- 14. Motion to approve Ms. Wilma Mitchell-Carter, a student of Cairn University and a district employee, to complete her 100 practicum hours for Counseling under the mentorship of Ms. Vanessa Bekarciak and Ms. Jodi Glenn, May 2017 through July 2017.
- 15. Motion to approve Ms. Clara Fayer, a student of Rutgers University, to complete her internship hours in school social work under the mentorship of Ms. Adrienne Sigler, 2017-18 school year.

INFORMATION

- 16. **+JOB POSTINGS:** Special Services Extended School Year Program – Stipend Positions for Instructors for Summer Basic Skills Program – Instructors for Summer ESL Program – Four Positions, Instructors for Middle School Summer School Program – Full Time School Nurse – **MIS 4th Grade Leave Replacement** –

N. BUSINESS, FINANCE & OPERATIONS

- 1. +Motion to accept Board Secretary’s Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status for March 31, 2017.
- 2. +Motion to approve Transfer of Funds.
- 3. +Motion to approve resolution for any private school for the disabled that receives BRSD children to include the cost of meals provided in the annual tuition rate for the 2017-2018 school year, per 6A:23A-18.5(a)20iii. [Attachment as example of request from a private school]
- 4. Motion to approve Mr. Hamdi Ceylan, the Network Technician, travel reimbursement of \$105 for “regular business travel” from April 3, 2017 through June 30, 2017, as permitted by Board Policy #9250 and NJAC 6A:23A-7.3(b).
- 5. **+Motion to approve contract for shared services between BRSD and L.E.A.D. (Law Enforcement Against Drugs). [L.E.A.D. will provide 4 clothing collection bins (2 at BRHS and 2 at BRMS) and the district will receive \$1,400 a year to be used for the students for allowing L.E.A.D. to utilize the property for the bins. L.E.A.D. will be fully responsible for maintaining the bins at no cost to the district.]**

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6. Motion to approve revised payments of staff salaries and benefits from the 2016-17 grant, to reflect revised finalization of the labor contract that had expired 6/30/2015.

Staff Member	Position	A/C (Fund 20)	Total Annual Salary	Salary Charged To Grant	% Charged To Grant	Estimated Benefits	Total Grant Charges
Revised--4/6/2017							
<u>NCLB--Title IA</u>							
Guido, Alexandar	Teacher	231-100-101	\$ 69,388	\$ 50,029	72.1%	\$ 8,210	\$ 58,239
Mitchell, Elizabeth	Teacher	231-100-101	87,843	59,381	67.6%	8,210	67,591
Pfenninger, Katelyn	Teacher	231-100-101	51,412	12,338	24.0%	8,208	20,546
King, Danielle	Teacher	231-100-101	60,053	19,877	33.1%	8,208	28,085
Blask, Margaret	Teacher	231-100-101	55,557	16,395	29.5%	8,208	24,603
				\$ 158,020		\$ 41,044	\$ 199,064
<u>NCLB-Title IIA</u>							
Mangene, Wendy	Teacher	270-100-101	\$ 55,567	\$ 26,000	46.8%	\$ 6,760	\$ 32,760

[Note: Salaries and benefits were previously Board approved August 17, 2016 based on then available FY2015 contractual salaries. The net difference between the above revision and the August 2016 approvals aggregate to plus \$5,270 in salaries and \$1,329 in benefits].

INFORMATION

7. Middle School Partial Roof Replacement [ROD IV Grant Project #0475-055-14-001-G04]—Cost Update: Project completed. Barring any unforeseen circumstances, final costs are expected to be \$879,952, versus the estimate of \$1,183,731 approved under the 2014 grant award from the New Jersey State Development Authority (SDA), with 40% to be funded by SDA. Actual SDA reimbursements will be adjusted accordingly.

O. POLICY

1. **2nd Reading: (Policies on website for viewing)**
- a. +Motion to adopt Policy #1330, Use of School Facilities
 - b. +Motion to adopt Policy #2131, Superintendent
 - c. +Motion to adopt Policy #2240, Research, Evaluation and Planning
 - d. +Motion to adopt Policy #3100, Budget Planning, Preparation and Adoption
 - e. +Motion to adopt Policy #3510, Operation and maintenance of Plant
 - f. +Motion to adopt Policy #3515, Smoking Prohibition
 - g. +Motion to adopt Policy #3542.1, Wellness and Nutrition
 - h. +Motion to adopt Policy #4112.2, Certification
 - i. +Motion to adopt Policy #4112.4, Employee Health
 - j. +Motion to adopt Policy #4112.6, Personnel Records

P. PUBLIC COMMENTS

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Q. NEW BUSINESS

R. ADJOURNMENT