

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

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**Consent Agenda Item

MINUTES - March 6, 2013

A. CALL TO ORDER

The 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 President 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: Schedule of meetings to be held from January 23, 2013 through December 11, 2013 was conveyed to the Burlington County Times, The Register News, and the Trenton Times on January 4, 2013.

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. ROLL CALL

The following members answered roll call: Mr. Creegan, Mr. Drew, Ms. Gens, Ms. Goff, Mr. Hartmann, Ms. Wehrman, Ms. Zablow, and Ms. Hartmann. **ABSENT:** Mr. Potts.

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

Staff attending: Roberta Hance, Kathy Stienberg, Liz Brotherton, Anthony Rizzo, Ann Marie O'Leary, Chris O'Leary, Jenn Kafer, Tera Russo, Valerie Scott, Shelly Gallo, Traci Redler, Penny McCutcheon, Ed Chmiel, and Dianne Mizerak.

Visitors attending: Howard Zablow, Jim Brotherton, Mariane Jackson, Elizabeth Rosario, Mike Dauber, Melanie Kunkler, John Moynihan, Charles Kim, Nicole Wells, Reba Snyder, Kenneth Mortello, Marisol Ovalles, Mr. Heberling, and J. Popko.

D. EXECUTIVE SESSION RESOLUTION - None

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;

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_____ 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 03/6/2013.

E. PUBLIC FORUM - FOR AGENDA ITEMS

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 five minutes. Please state your name and address for the record.

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A motion was made by Mr. Drew, seconded by Mr. Hartmann to suspend the policy of a 30 minute limit for public comments in this portion of the agenda to no time limit.

ON A ROLL CALL VOTE:

AYES: Mr. Drew, Mr. Hartmann, and Ms. Wehrman. NOES: Mr. Creegan, Ms. Gens, Ms. Goff, Ms. Zablow, and Ms. Hartmann.

ABSTENTIONS: None. ABSENT: and Mr. Potts.

Motion not approved.

Public Discussion (Limited to 5 minutes per speaker):

- Mr. Dauber: Made inquiries/comments on the 2013-14 budget, including (1) Were budget workshops held? (No, per Ms. Hartmann); Why solar revenues to date of \$205,000 were not used for debt service repayments (Prior Board's decision, per Ms. Hartmann); and questioned the following Board policies: #9120; #9322; #9325]
- Ms. Russo questioned Policy #9120 (Ms. Hartmann responded one or more of these will be discussed in the first reading)
- Mr. Heberling: Commented that comments between Dr. Bauer and Ms. Hartmann at the the meeting should be recorded; expressed disagreement over the 30 minute time limit.
- Ms. Kunkler: Expressed disagreement over the time limit as well; commented that her email(s) to the Board was not responded to. (Ms. Hartmann indicated she responded for the Board as President; Mr. Drew indicated he would respond personally.
- Mr. Heberling: Questioned if many people are aware of the money SRECS are generating and why it was not used for debt service as taxpayers were told that the fields and solar would not cause a tax increase. (Ms. Hartmann responded that the decision on the use of this revenue was made by a prior board in 2010).
- Mr. Dauber: Stated that the current Board has the power to reverse the prior Board's decision on the use to S-REC revenues; this would lengthen the use of unused bond proceeds.

F. RECOGNITION/PRESENTATION

1. Ms. Mary Ann Friedman, NJ School Boards - Superintendent Evaluation Process.

A motion was made by Mr. Creegan, seconded by Ms. Goff on the Resolution(s) below:

2. +Motion to submit FY 2013-2014 Budget to the Executive County Superintendent.

Resolutions for the FY 2013-2014 Budget

RESOLVED, that the Bordentown Regional School District Board of Education include in the proposed budget for FY2013-2014 an adjustment to the base tax levy in the amount of \$ 473,200 to pay for increased costs of health benefits.

RESOLVED, to approve Bordentown Regional School District's tentative budget for the FY2013-14 school year, as summarized below, for submission to the Executive County Superintendent of Schools, in accordance with statutory deadline(s):

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	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$36,017,391	\$25,579,178
Total Special Revenue Fund	\$824,706	n/a
Total Debt Service Fund	\$3,208,265	\$2,712,123
Totals	\$40,050,362	\$28,291,301

And to advertise said tentative budget in the Burlington County Times newspaper, the Trenton Times newspaper, and the district's website, in accordance with the format suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be scheduled on March 21, 2013, at the Board's normal meeting site in the high school library at 7:00 PM, (unless indicated otherwise), for the purpose of conducting a public hearing on the FY2013-14 budget.

RESOLVED, to approve transfer of \$ 248,861 in unexpended funds in the Capital Project Fund from the 2010 high school solar/field project to the Debt Service Fund to offset annual debt service repayments.

ON A ROLL CALL VOTE (Item 2):

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

INFORMATION:

3. +2013-2014 State Aid

G. STUDENT REPRESENTATIVE - None

H. UNFINISHED BUSINESS - None

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

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

1. **Motion to approve Minutes from January 23, 2013, February 6, 2013
2. **Motion to approve Travel/Mileage reimbursement request
3. **Motion to accept HIB Report

ON A ROLL CALL VOTE (Items 1 and 3):

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

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ON A ROLL CALL VOTE (Item 2):

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

ABSTENTIONS: None. ABSENT: Mr. Potts.

Motion approved by majority.

J. COMMITTEE REPORTS

1. Field/Solar Committee Meeting 2/27/13 - Kevin Creegan, Chair reported, including belief that they are working on completing an accounting of the field/solar project finances and will seek to have that information independently reviewed before further circulating it; discussed the expected impact on 2013-14 tax levies (approximately of District-wide debt service tax levy).

Mr. Drew inquired on the timing of forming this committee (Ms. Hartmann responded); a meeting held with the township mayors (Ms. Hartmann indicated that they requested it with the Board President and the Board Vice President accompanied her); whether a forensic audit was under consideration (Mr. Creegan responded no).

2. President's Committee appointment: Personnel Committee - Kimberly Zablow, Chair, Ellen Wehrman, Tim Hartmann, Lisa Hartmann.

K. SUPERINTENDENT'S REPORT

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

1. +Motion to revise 2012-2013 calendar, as adjusted annually to reflect unused snow days. If built in snow days are not used for any reason, school will be closed Friday, May 24, 2013 and Tuesday, May 28, 2013. In the event that a closure is necessary before this date, school would be open May 28, 2013.

INFORMATION:

2. +Copy of November 5, 2012 letter regarding calendar adjustment from tropical storm.
3. +Copy of correspondence received regarding Unannounced Security Drill Visits from Department of Education and Office of Homeland Security.

ON A ROLL CALL VOTE (Item 1):

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

ABSTENTIONS: None. ABSENT: Mr. Potts.

Motion unanimously approved.

L. PERSONNEL REPORT

A motion was made by Mr. Creegan, seconded by Mr. Hartmann 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 **Ms. Sandra Collier** as part time Instructional Aide at Clara Barton Elementary School, Step 1 with a pro-rated salary of \$9,975, effective March 7, 2013. This is a new position to meet compliance requirements for class size.
2. +Motion to approve **Ms. Jennilynn Rackison** as part time Instructional Aide at Clara Barton Elementary School, Step 1 with a pro-rated salary of \$9,975, effective March 7, 2013. This is a new position to meet compliance requirements for class size.
3. +Motion to approve **Ms. Claire Kerr** as part time Instructional Aide in the Preschool handicapped class at Peter Muschal School, Step 1 with a pro-rated salary of \$12,825, effective as soon as possible. This replaces a resignation.
4. +Motion to approve **Mr. Jon Young** as part time Autistic Aide at Peter Muschal School, Step 1, with a pro-rated salary of \$10,623, effective as soon as possible. This is a new position needed to fill opening by relocating 1:1 aide.
5. +Motion to approve **Ms. Lynn Szalai** as part time Autistic Aide at Peter Muschal School, Step 1 (Autistic), with a pro-rated salary of \$10,623, effective as soon as possible. This is a new position needed to fill opening by relocating 1:1 aide.
6. +Motion to approve **Ms. Stephanie Platia** as part time Autistic Aide at Peter Muschal School, Step 1, with a pro-rated salary of \$15,478, effective as soon as possible. This replaces a resignation.
7. Motion to approve Ms. Ariel Ge as part time Student Tech in the PAC at an hourly rate of \$9.00/hr. Ms. Ge is a student of BRHS.
8. Motion to amend leave of absence for employee #5276 from the position of custodian, to return on March 4, 2013 to run concurrent with accumulated paid sick days and FMLA, previously approved to return on February 25, 2013.
9. Motion to approve Mr. Fred Lemmerling and Ms. Dawn Patterson as the Middle School Intramural Supervisors for the spring session, Step 1. They will be splitting a stipend of \$1,222.
10. +Motion to approve payment to staff members for work done for curriculum compliance for QSAC and Common Core Curriculum.

INFORMATION:

11. +JOB POSTINGS: 17.5 hr. /wk Instructional Aides at PMS, 3 positions - 17.5 hr/wk Instructional Aide at Clara Barton.

ON A ROLL CALL VOTE (Items 1-10):

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

ABSTENTIONS: None. ABSENT: Mr. Potts.

Motion unanimously approved.

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M. BUSINESS, FINANCE & OPERATIONS

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

1. Motion to retain district's auditor, Mr. Jack Maley, CPA, to conduct a review of the Field/Solar Project Debt Services repayment projection and related financial impact, not to exceed \$2,500.
2. Motion to retain Holstein and White to update their analysis of solar energy impact from date of installation to January, 2013, not to exceed \$1,500.
3. Motion to approve emergency psychiatric services, assessment cost of \$450. The providers are Dr. Mala Gupta, Central Professional Corporation, Marlton, NJ or Dr. Christopher Lam, South Jersey Psychopharmacology, Cherry Hill, NJ
4. +Motion to approve Agriculture Lease Agreement with Mr. Stephen Turgy and BRSD to farm the land behind the high school in the amount of \$40 per acre for a total of \$1,000.
5. +Motion to approve Memorandum of Understanding between the State of NJ Department of Human Services and the Department of the Treasury regarding Medicaid Administrative Claiming (MAC).

ON A ROLL CALL VOTE (Items 1 and 2):

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

ON A ROLL CALL VOTE (Items 3-5):

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

N. POLICY

A motion was made by Ms. Gens, seconded by Ms. Wehrman to approve the following 1a - 1f; and table 1g:

1. 1st Reading - (revisions on district website, proposed edits are highlighted)
 - a. +Motion to amend Policy # 1230, School Connected Organizations
 - b. +Motion to amend Policy # 6142.10, Technology
 - c. +Motion to amend Policy # 6173, Home Instruction
 - d. +Motion to amend Policy # 9001, District Mission Statement
 - e. +Motion to amend Policy # 9120, Officers & Auxiliary Personnel
 - f. +Motion to amend Policy # 9322, Public and Executive Sessions
 - g. +Motion to amend Policy # 9325.5, Meeting of Board of Education - Tabled

ON A ROLL CALL VOTE (Items 1a-1f; Tabled 1g):

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

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

2. Motion:

a. Pursuant to Policy # 9314, Suspension of Policies, Bylaws and Regulations;

1. +Motion to rescind Policy # 1435, Use of Weight Room.

2. +Motion to rescind Policy # 9015, School Board Member Code of Ethics.

ON A ROLL CALL VOTE (Item 2.a.1):

AYES: Mr. Creegan, Ms. Gens, Ms. Goff, Mr. Hartmann, Ms. Wehrman, Ms. Zablow, and Ms. Hartmann. NOES: Mr. Drew.

ABSTENTIONS: None. ABSENT: Mr. Potts.

Motion approved by majority.

ON A ROLL CALL VOTE (Item 2.a.2):

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

ABSTENTIONS: None. ABSENT: Mr. Potts.

Motion unanimously approved.

O. CURRICULUM REPORTS

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

1. +Motion to approve 2012-2013 Progress Target Action Plan
2. Motion to amend field trip, 20 students of the BRHS Technology Student Association (TSA Club) on April 10, 2013 to TCNJ, transportation fee \$109.98. Previously approved with no transportation fee because the trip was going to be shared with Northern Burlington High School but there are a higher number of students attending making a shared bus unfeasible. BRHS students will be transported by BRSD

3. Motion to approve Justin McTammney, Regions 7 Wrestling Champion, to attend State Wrestling Tournament in Atlantic City. Trip was previously approved February 20, 2013 but awaited student qualification. Costs not to exceed allowable recommended expenses as set forth in regulations. Approximately \$1,500

ON A ROLL CALL VOTE (Items 1-3):

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

ABSTENTIONS: None. ABSENT: Mr. Potts.

Motion unanimously approved.

P. DISCUSSION/INFORMATION ITEMS - None

Q. NEW HANOVER REPORT - None

R. BOARD and PUBLIC FORUM

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.

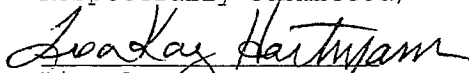
- Ms. Rosario: Inquired if there was an Anti-Bullying committee and were incidents previously placed in students' files. Dr. Bauer responded on the district's programs and practices to address these issues.
- Mr. Dauber:
 - a. Expressed that Board committee members should be indicated on the web site.
 - b. Questioned the earlier motion to amend the 2012-13 calendar at this Conference meeting.
 - c. Inquired if the solar report will be available for the 3/21/2013 budget hearing.
 - d. Expressed comments on the 2013-14 tax increases which he cited as percentage increases; Mr. Richardson clarified that the report Mr. Dauber was referencing show these amounts as tax rates, not percentage changes.
- Ms. Russo: Thanked the board for their service and visiting CBS.
- Ms. Kunkler:
 - a. Inquired about public input before the Board votes.
 - b. Read a statement concerning the planned 2013-14 delayed opening, citing financial hardship; child care; etc. as concerns
 - c. Commented that she has not received a proper response to her earlier inquiries on the calendar issue.
- Mr. Moynihan: Commented on the debt service increase related to the fields/solar, even at an estimated 75 cents.
- Ms. Kunkler: Further inquiries on how the late arrive dates were determined for the 2013-14 calendar. [Dr. Bauer categorically reviewed the many factors and competing priorities considered, including: testing; required breaks; contractual obligations; etc.]
- Mr. Drew: Inquired why Dr. Bauer did not respond to the newspaper article; [Dr. Bauer stated that she was never contacted to be interviewed by the newspaper.]
- Mr. Heberling Distributed to the Board his compilation of what he purports as Advanced Placement offering by neighboring schools, with a comparison to BRSD's and indicating that other districts offer more and have higher participation; made further inquiries on BRSD process for setting up these course. [Ms. Gens reviewed FY13-14 plans to expand offerings and process/timing for doing so]
- Ms. Jackson: Inquired on the difference between Honors and AP courses and commented on the 2013-14 calendar issue, with recommendation to include the PTO President's next time.
- Ms. Popko: Opined the above issues reflect a lack of communication; indicated thrilled to see discussions on expanding AP offerings
- Mr. Dauber: Clarified that Mr. Creegan's prior mention of the .75 cents for debt service tax levy related to fields/solar was only the year-over-year increase, not the total tax.
- Ms. Snyder: Raised concerns about the 2013-14 calendar change, particularly, kids who might be left unattended at home pending school bus arrival; inquired if the change can be revisited again.
- Ms. Kunkler: Inquired why the 2013-14 calendar is a closed issue; considers this a major change. [Ms. Hartmann responded others have no problem with this change; Mr. Drew indicated that he will find a way]
- Ms. Jackson: Expressed that she did not feel that the Board was intimidating
- Mr. Heberling:
 - a. Thanked Mr. Drew for offering to seek a change (referencing the 2013-14 calendar).
 - b. Expressed that maintaining S-RECs revenues earned to date (which he cited as \$126,000) in the General Fund is contra to the promise to taxpayers who were asked to support something that is now being used as a "slush fund".

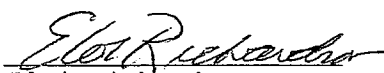
S. ADJOURNMENT

A motion was made by Ms. Wehrman, seconded by Mr. Hartmann to adjourn the meeting at 10:10 p.m.

Motion unanimously approved.

Respectfully submitted,


Lisa Kay Hartmann
Board President


Eloi Richardson,
School Business Administrator/Board Secretary