

Board of Education – Bordentown Regional School District

Budget and Conference Meeting Agenda (Action may be taken)

May 4, 2016

**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 20, 2016 through December 7, 2016 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 11, 2016.

The notice of this meeting as a public meeting on the FY2016-17 budget was conveyed to the *Burlington County Times* and the *Trenton Times* on April 14, 2016.

The change in time for this meeting was conveyed to the *Burlington County Times* and the *Trenton Times* on April 28, 2016.

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;

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X 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: Advisory opinion from School Ethics Commission)

(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 Staff reappointments and/or non-reappointments for FY16-17);

_____ 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 1/6/2016.

_____, Board Secretary

E. RECOGNITION/PRESENTATION

- 1. NJ State Thespian Festival Award Winners

F. STUDENT REPRESENTATIVE

- 1. Kinsey Hofrichter - CBS

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. PUBLIC HEARING on FY16-17 Budget

- 1. +PowerPoint of the FY 2016-2017 Budget Highlights (to be shown at meeting)

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I. PUBLIC FORUM FOR FY16-17 BUDGET ONLY

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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. 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.

J. CONSENT AGENDA APPROVAL

- 1. +Motion to approve Travel/Mileage reimbursement requests

K. COMMITTEE REPORTS

- 1. Negotiations Committee Meeting, April 18, 2016 – Mr. Stephen Heberling, Chair
- 2. +Finance Committee Meeting, April 26, 2016 – Mr. Stephen Heberling, Chair

L. SUPERINTENDENT’S REPORT

- 1. Motion to approve adjustment of the 2015-2016 calendar due to an unused inclement weather day originally built into the school calendar. Proposed adjustment would be to close schools on Tuesday, May 31, 2016.
- 2. +Motion to accept HIB Report & Determinations:

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

M. CURRICULUM REPORT

- 1. Motion to approve a field trip on June 10, 2016 for 20-25 BRHS track runners to participate with the local police department, fire department and EMTs in the Annual Torch Run for the opening ceremonies of the Special Olympics. Runners will begin the run at Shop-Rite of Bordentown at 7am and finish the run by approximately 7:45am at Bradford Pt (Rt. 130 SB @ Burlington Rd). This run allows the runners to be involved with their community, and helps to bring awareness of the Special Olympics. There is no cost to the district.
- 2. Motion to accept the New Ellen Rosenberg Wehrman Social Studies Award of an annual amount of \$100 to be given to a BRMS student or divided up between students. The BRMS social studies department will determine the award criteria and the award/awards will be given out at the BRMS Eighth Grade Awards Assembly in June.

N. PERSONNEL REPORT

Appointments, Per Superintendent's Recommendation:

Resolution: Criminal History Check

ALL BREA SALARIES AND STIPENDS WILL BE PAID AT 2014-2015 RATES AND WILL BE ADJUSTED PENDING NEGOTIATIONS

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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.

1. +Motion to accept Superintendent's recommendations to renew the following staff for the 2016-2017 S.Y. as per attached list:
 - Non-Tenured Teachers – "A"
 - Non-Tenured Administrators – "B"
 - Tenured Administrators – "C"
 - Non-Represented Administrators – "D"
 - Non-Tenured Support Staff – "E" & "H"
 - Non-Represented Support Staff – "E"
 - Tenured Staff – "F"
2. Motion to accept resignation due to retirement from Mr. Jack Yost from the position of Middle School History Teacher, effective June 30, 2016.
3. Motion to accept resignation due to retirement from Ms. Mary Lynn Morino from the position of Middle School Language Arts Teacher, effective August 31, 2016.
4. Motion to accept resignation from Ms. Stephanie Kohnke from the position of Middle School Math Teacher, effective June 30, 2016.
5. Motion to accept resignation from Ms. Denise Ehner from the position with Child Study Team, effective June 17, 2016.
6. Motion to accept resignation from Ms. Megan Luchese from the position of Learning Disabilities Teacher at MacFarland Intermediate School, effective June 30, 2016.
7. Be it resolved that the commencement of leave of absence requested by employee #5008, effective April 25, 2016 through June 20, 2016 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. Be it resolved that the commencement of leave of absence requested by employee #4814, effective May 12, 2016 through approximately June 20, 2016 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.
9. Be it resolved that the commencement of leave of absence requested by employee #5377, effective May 26, 2016 through approximately June 20, 2016 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.
10. +Motion to approve Ms. Taylor Gilbert as a full-time Social Studies Teacher at BRMS, Step 2, BA +24, with a salary of \$53,264, effective September 1, 2016. This replaces a resignation.
11. +Motion to approve Ms. Nicole Papp as a full-time Social Studies Teacher at BRMS, Step 1, BA, with a salary of \$50,982, effective September 1, 2016. This replaces a resignation.
12. +Motion to approve Ms. Margaret Blask as a full-time Language Arts Teacher at BRMS, Step 3, BA +18, with a salary of \$53,408, effective September 1, 2016. This replaces a resignation.
13. +Motion to approve **Ms. Kerri McQueen** as a long term leave replacement at Peter Muschal School as a First Grade Teacher, effective May 9, 2016 through June 20, 2016. Ms. McQueen will be compensated in accordance with the long term, per diem substitute pay scale.

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14. +Motion to approve **Ms. Emily McMahon** as a long term leave replacement at the Middle School as a Language Arts Teacher, effective May 9, 2016 through June 20, 2016. Ms. McMahon will be compensated at the daily per diem substitute rate of \$75/day.
15. **+Motion to approve Ms. Rachel Ippolite as a long term leave replacement at BRHS, effective May 9, 2016 through June 17, 2016. Ms. Ippolite will be compensated in accordance with the long term, per diem substitute pay scale.**
16. Motion to approve **Ms. Miranda Krause** as a PAC Usher for CDA with an hourly wage of \$9/hour, effective May 5, 2016.
17. **Motion to approve Ms. Melanie Peterson as a PAC Usher for CDA with an hourly wage of \$9/hour, effective May 5, 2016.**
18. **Motion to approve Ms. Jasmeet Kaur as a PAC Usher for CDA with an hourly wage of \$10/hour, effective May 5, 2016.**
19. **Motion to approve Ms. Dawn Craft to provide aide support to students during the BRMS Spring Concert on 5/12/16 from 6:30-9:00 PM (no more than 2.5 hours) as per the student's IEPs. Ms. Craft will be compensated at her contracted hourly rate for hours worked.**
20. +Motion to approve Mr. Ted Eldridge, Sr. and Mr. Bruce Cerino as the HVAC Backup System Technicians. Mr. Eldridge and Mr. Cerino will split a pro-rated stipend of \$4,000, effective April 18, 2016. This replaces a resignation.
21. Motion to approve the following staff members to complete evaluations outside the contractual work hours (no more than 3 hours per evaluation) at their contracted hourly rate:
 - a. Mr. Doug Corbin - \$42.95/hour
 - b. Dr. Diana McNeil - \$61.67/hour
22. Motion to approve two (2) Mission One Aides for Peter Muschal School due to newly identified students who require aide through their IEP. (one 1:1 and one preschool due to class size)
23. 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 27, 2016 through July 21, 2016 at the Peter Muschal Elementary School. *No session will be held on Monday, July 4th.*

Staff Member	Grade Level	Room Number	Stipend
Lauren Brandimarto	K	121	2500.00
Melanie Stokes	K	121	2500.00
Jennifer Semeniak	K or 1st	211	2500.00
Dawn Medici	1	209	2500.00
Barbarann Mazza	1	212	2500.00
Deb McKown	2	204	2500.00
Betsy Wonderlin	2	205	2500.00
Megan Jonigkeit	3	412	2500.00
Elizabeth Mitchell	4	507	2500.00
Patty Ridolfi	5	506	2500.00
Alexandra Guido	Intensive Intervention (K-2)	214	2500.00

24. Motion to approve the following staff members as substitutes for the BSI program as needed:
 - a. Melissa Benson
 - b. Michele Enrico
25. 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

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program will run from June 27, 2016 through July 21, 2016 at the Peter Muschal Elementary School. *No session will be held on Monday, July 4th.*

<u>Staff Member</u>	<u>Grade Level</u>	<u>Room Number</u>	<u>Stipend</u>
Jan Wilson	ESL K-3	105	2500.00

- 26. Motion to approve Mr. Fabio Lucolino, a student of Mercer County College, to complete his pre-service program hours, New Pathways to Teaching in New Jersey, at BRMS. Date to be determined by Mr. Tola and Mr. Lucolino.

INFORMATION

- 27. **+JOB POSTINGS:** BRMS Teacher of Mathematics – BRMS Language Arts Teacher – PMS Preschool Disabilities Teacher – MIS Fourth Grade Teacher – BRHS Art Teacher, leave replacement – BRHS Special Education Teacher – BRMS Auditorium Coordinator –

O. BUSINESS, FINANCE & OPERATIONS

- 1. +Motion to approve contract with Bayada Home Health Care, Inc., an in school nursing service, for emergency nurse substitutes at \$55/hr., effective May 2016 through June, 2016. This will only be used in emergent situations when we are unable to acquire one of our own approved substitute nurses.
- 2. **+Motion to approve contract with Edlio, based on comparative quotes, as the district’s new website Content Management System effective July 1, 2016 to replace SchoolWorld (which is being phased out by its vendor), at a first year cost of \$7,000.**
- 3. Motion to approve one Functional Behavioral Assessment to be completed by Brett DiNovi & Associates, L.L.C. for a cost of \$1,500 (\$125/Hour).
- 4. Motion to approve the following Joint Agreements payable to Bordentown Regional School District:
 - Mansfield Township School District
 - a. To transport one student to and from Hampton Academy, Mt. Holly, Route #93, effective March 17, 2016 to June 30, 2016, Total cost \$2,133.83
 - b. To transport one student to and from Folwell Elementary, Mt. Holly, Route #93, effective March 21, 2016 to April 12, 2016. Total cost \$398.39
 - Hamilton Township Board of Education
 - a. To transport one student to and from Garfield Park Academy, Willingboro, Route 97, effective March 9, 2016 to April 19, 2016. Total cost \$1,318.85
 - b. To transport Grice Middle School, Hamilton to Wheaton Glass, Millville on April 22, 2016, Bus 9. Total cost \$366.50
 - Ewing Township Board of Education
 - a. To transport Ewing High School Golf to Gambler’s Golf Course on April 13, 2016. Bus 7 Total cost \$211.83.
 - b. To transport Ewing High School JV/V Softball to Hamilton High West on April 13, 2016. Bus 22 Total cost \$157.43.
 - c. To transport Ewing High School Golf to Old York Country Club on April 14, 2016. Bus 7 Total cost \$190.35.
 - d. To transport Fisher Middle School Baseball, Ewing to Witherspoon Middle School on April 14, 2016. Bus 22 Total cost \$169.45.
 - e. To transport Ewing High School JV/V Softball to Armstong Field and Fisher Middle School to Lawrence Middle School on April 19, 2016. Bus 9 Total cost \$172.25
 - f. To transport Ewing High School Golf to Springfield Golf Center on April 20, 2016. Bus 7 Total cost \$ 209.75.
 - g. To transport Ewing Varsity Track to Timberlane Middle School on April 20, 2016. Bus 22 & 14 Total cost \$314.26.
 - h. To transport Fisher Middle School Softball, Ewing to Community Middle School on April 21, 2016. Bus 9 Total cost \$204.88.

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5. Motion(s) regarding the FY 2016-2017 budget, as follows:

Resolutions for the FY 2016-17 Budget

a) RESOLVED, to approve Bordentown Regional School District's tentative budget for the FY 2016-17 school year, as summarized below, for submission to the Executive County Superintendent of Schools, in accordance with statutory deadline(s):

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 39,331,732	\$ 27,980,272
Total Special Revenue Fund	\$ 904,764	N/A
Total Debt Service Fund	\$ 3,503,415	\$ 3,256,422
Totals	\$ 43,739,911	\$ 31,236,694

b) BE IT FURTHER RESOLVED, that the proposed FY 2016-17 budget include an adjustment to the General Fund base tax levy in an estimated amount of \$233,145 to assist in paying for increased health benefits costs; and

c) BE IT FURTHER RESOLVED, to approve transferring a total of \$ \$50,000 in unexpended funds in the Capital Project Fund, from prior years' completed new high school/other renovations project, to the Debt Service Fund to offset budgeted FY 2016-17 annual debt service repayments.

6. +Motion to approve the attached resolution, For First Reading of a Refunding Bond Ordinance for the 2006 Bonds (aka: "2006 Refunding")

7. +Motion to approve the attached resolution appointing Parker McCay to provide professional services as Bond Counsel, for a period not to exceed one year from date of appointment (Fees for refunding bonds will not exceed \$33,000).

8. +Motion to approve the attached resolution appointing Phoenix Advisor, LLC (a Registered Municipal Advisor with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board) to provide specialized professional services as Financial Advisors in connection with issuing refunding bonds, at a fee determined at "\$0.65 per \$1,000 of bond issue (minimum of \$12,500)" for a period not to exceed one year from date of appointment. [Actual fee would be contingent on the size of the bond issue]

P. POLICY

Q. PUBLIC COMMENTS

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R. NEW BUSINESS

S. ADJOURNMENT