

Board of Education – Bordentown Regional School District

Action Meeting Agenda

December 9, 2015

BORDENTOWN REGIONAL HIGH SCHOOL – LIBRARY

6:30 PM ~ EXECUTIVE SESSION

7:00 PM ~ PUBLIC SESSION

POST MEETING

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 21, 2015 through December 9, 2015 was conveyed to the *Burlington County Times*, *Register News*, and the *Trenton Times* on January 12, 2015. **The change in time for this meeting was conveyed to the Burlington County Times and the Trenton Times on December 4, 2015.**

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;

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: BREA Negotiations)

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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);

____ 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 1/7/15.

_____, Board Secretary

E. RECOGNITION/PRESENTATION

1. Recognition of the 2015 retiring Board Members
2. 2015-2016 Fall All Stars
3. Boys’ Soccer Team – Patriot Division Champs and Sectional Finalists
4. Girls’ Soccer Team – Patriot Division Champs
5. Mr. Michael Brennan – Trentonian and Trenton Times Coach of the Year
6. Mr. Joseph Sprague – NJSIAA Service Award
7. Presentation by Mr. James Lympert on Instruction and Assessment

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

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I. CONSENT AGENDA APPROVAL

1. **+Motion to approve Travel/Mileage reimbursement requests**
2. +Motion to approve Minutes, November 11, 2015
3. +Motion to approve Bill List, November 2015
4. +Motion to approve Board Secretary/Treasurer Report, November 2015
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 District Support Staff Report
9. +Motion to accept Enrollment & Principal Reports:
BRHS 716
BRMS 615
MIS 410
CBS 237
PMS 580
 2,558

J. COMMITTEE REPORTS

1. **Finance Committee Meeting, 12/9/15 – Mr. Stephen Heberling, Chair**

K. SUPERINTENDENT’S REPORT

1. +Motion to accept HIB Report & Determinations:

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

2. +Motion to approve resolution against Compressor Station for gas pipeline in Chesterfield, NJ.

L. CURRICULUM REPORT

1. Motion to approve the GED/ESL Program to go on a field trip to McCarter Theatre in Princeton to see Scrooge on December 4, 2015. There will be 10 adult students and 2 teachers. District transportation will bill CDA \$132.33 for one van for this trip. (approved between meetings)

M. 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***

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 resignation due to retirement of Ms. Barbara Parmigiani from the position of Instructional Aide at BRHS, effective January 1, 2016.
2. Motion to accept resignation of Ms. Dawn Scheiderler from the position of transportation driver, effective December 7, 2015.

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3. Motion to accept resignation due to retirement of Ms. Beverly Ward from the position of transportation driver, effective February 2, 2016.
4. Motion to accept resignation of Ms. Jeanette McCue from the position of Autistic Aide at MIS, effective December 14, 2015.
5. Motion to accept resignation of Ms. Jane Porter-Bond from the position of Cafeteria Aide at PMS, effective January 1, 2016.
6. Motion to accept resignation of Mr. Christian Howell from the position of part-time History teacher, effective November 19, 2015.
7. Motion to accept resignation of Ms. Cody Hinkle from the position of transportation aide, effective December 1, 2015.
8. Be it resolved that the commencement of leave of absence requested by employee #4117, effective November 24, 2015 through approximately January 1, 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. Motion to approval request to extend leave of absence from employee #4979 to March 7, 2016. Employee was originally approved to return January 11, 2016.
10. Motion to approval request to extend leave of absence from employee #5795 to September 1, 2016. Employee was originally approved to return January 11, 2016.
11. Motion to approve Ms. April Morales to extend her long term leave position at MIS through March 4, 2016. Ms. Morales will continue to be compensated at Step 1, BA with a pro-rated salary of \$50,982 December 3, 2015 through March 4, 2016. Ms. Morales was originally approved through January 11, 2016.
12. Motion to approve Ms. Susan Kratz to extend her long term leave position at MIS through June 20, 2016. Ms. Kratz will continue to be compensated at Step 1, BA with a pro-rated salary of \$50,982 October 15, 2015 through June 20, 2016. Ms. Kratz was originally approved through January 11, 2016.
13. +Motion to approve Ms. Carol Norton as a full-time day custodian at PMS, Step 10 with a pro-rated salary of \$38,778 plus Black Seal stipend of \$928. Ms. Norton is currently a night custodian. This replaces a retirement.
14. +Motion to approve Ms. Shannon O'Brien as a long term leave replacement at CBS, effective January 21, 2016 through June 20, 2016. Ms. O'Brien will be compensated according to the long term leave pay scale. After 60 working days, Ms. O'Brien will be compensated at Step 1, BA, with a pro-rated salary of \$50,982.
15. +Motion to approve Ms. Nicole Walls as a long term leave replacement at MIS, effective December 14, 2015 through May 31, 2016. Ms. Walls will be compensated according to the long term leave pay scale. After 60 working days, Ms. Walls will be compensated at Step 1, BA, with a pro-rated salary of \$50,982.
16. +Motion to approve **Ms. Annette Lehman** as a long term leave replacement at MIS, effective November 23, 2015 through June 20, 2016. Ms. Lehman will be compensated according to the long term leave pay scale. After 60 working days, Ms. Lehman will be compensated at Step 1, BA, with a pro-rated salary of \$50,982.
17. +Motion to approve **Mr. Daniel Kim** as a full-time Elementary Vocal/Choir Music Teacher at PMS, Step 1, BA, with a pro-rated salary of \$50,982, effective January 4, 2016. This replaces a retirement.
18. +Motion to approve **Ms. Cara Edine** as a full-time Language Arts Special Education teacher at BRMS, Step 2, BA, with a pro-rated salary of \$51,482, effective January 29, 2016. This replaces a retirement.
19. Motion to approve the following Mission One aides due to staff resignation or newly identified student who require an aide through their IEP:
 - a. High School – one position due to staff resignation
 - b. MacFarland – one position due to staff resignation
 - c. Peter Muschal – two 1:1 positions due to newly classified students
20. Motion to approve Ms. Rosemarie Kiefer-Rose as a Childcare/Before/After School sub with CDA at an hourly wage of \$12/hr, effective December 10, 2015.

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21. Motion to approve Ms. Shannon Hansell as a student PAC Usher with CDA at an hourly wage of \$9/hr, effective December 10, 2015.
22. Motion to approve Mr. Brian Schoen (advisor for the Class of 2017) to accompany the senior class on the Florida trip in April, 2016. Mr. Schoen will be paid at Step 1, with a stipend of \$1,274.55 for this trip.
23. Motion to approve Ms. Dawn Craft to provide aide support to students during the BRMS Winter Concert on 12/10/15 from 6 PM to 8:30 PM (maximum 2.5 hours). Student's IEPs require aide support. Compensation will be in accordance with Ms. Craft's negotiated hourly rate for hours worked.
24. Motion to approve Ms. Tuesday Robinson to provide 1:1 aide support during CBS Winter Concert on 12/15/15 from 6:45-7:45 PM. Student's IEP requires aide support. Compensation will be in accordance with Ms. Robinson's negotiated hourly rate for hours worked.
25. **Motion to approve Ms. Rochelle Gallo to provide 1:1 aide support to a student during the MIS Winter Concert on 12/8/15. Student's IEP requires aide support. Compensation will be in accordance with Ms. Gallo's negotiated hourly rate for hours worked.**
26. **Motion to approve the following staff members to work in the After School Program – Special Education, grade 3-8, January 12, 2016 through April 14, 2016. Stipend is payable at completion of tutoring and will be pro-rated for absences.**
 - a. Leona Stanton Coordinator \$450
 - b. Paula Roth Teacher \$1,700
 - c. Paula Mann Teacher \$1,700
 - d. Megan Luchese Teacher \$1,700
 - e. Joanne Hanna Teacher \$1,700
 - f. Beth Santillo Teacher \$1,700
 - g. Nicole Dennis Teacher \$1,700
27. Motion to approve Ms. Kirsten Houssel, BRHS Media Specialist, to be the volunteer co-advisor for the BRHS Key Club.
28. Motion to approve the following staff members/room assignments for the After School Basic Skills program. Funding is provided through the NCLB grant. Instructors will perform targeted small group instruction 3 days a week (Tuesday through Thursday) immediately following the school day. This program will run from January 12, 2016 through March 17, 2016 at the Peter Muschal, Clara Barton and MacFarland Schools.

<u>Staff Member</u>	<u>Grade Level/School</u>	<u>Room Number</u>	<u>Stipend</u>
Colleen Ferrerese	1-CBS	CBS 120	1625.00
Deb McKown	2-CBS	CBS 203	1625.00
Donna Sensi	3-CBS	CBS 202	1625.00
Britlyn Greimel (2 days) and Cara Lloyd (1 day)	1-PMES	PMES 214	1625.00-to be split: B. Greimel (\$1082) and C. Lloyd (\$543)
Barbarann Mazza	2-PMES	PMES 501	1625.00
Jennifer Semeniak	3-PMES	PMES 409	1625.00
Liz Mitchell	4-MIS	MIS 208	1625.00
Alexandra Guido	5-MIS	CBS 207	1625.00

29. Motion to approve the following staff members/room assignments for the English as a Second Language Program. Funding is provided through the NCLB grant. Instructors will perform targeted small group instruction 3 times a week on Tuesday, Wednesday and Thursday for a six week period starting January 12, 2016 through February 18, 2016.

<u>Staff Member</u>	<u>Grade Level</u>	<u>Room Number</u>	<u>Stipend</u>
Jan Wilson and Taylor Gilbert	Grades K-2 at Peter Muschal	PMES-506 & 507	\$2000-to be split: J. Wilson and T. Gilbert (\$1000 each)

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30. Motion to approve the following teachers for the BRMS After-school Basic Skills Program. These staff members will be paid through funds from the NCLB grant. Each staff member will receive \$850 at the conclusion of each session. Each session will run for 6 weeks – January through March, 2016.

Session	6 th Grade	7 th Grade	8 th Grade
1 st Session (LA) 1/12-2/18	M. Blask	P. Poole/J. Borek (split stipend \$425 each)	K. Fitzsimmons
2 nd Session (Math) 2/16-3/17	J. Dickinson/S. Ognibene (split stipend \$425 each)	Steven Blue	Galina Jokic

31. Motion to approve the following students of Rider University to coop at BRMS during the Spring semester:

Rider University Student	Cooperating BRMS Teacher
Amanda Allen	Ms. Jessica Borek
Hannah Bass	Ms. Andrea Molnar
Alyssa DiFlora	Ms. Pamela Poole and Ms. Mary Lynn Morino
Courtney Taylor	Ms. Donna Shipman and Ms. Leona Stanton

32. **Motion to approve Ms. Danielle Sorrentino, a student of Rider University, to student teach at CBS under the mentorship of Ms. Debra McKown, January 25, 2016 through May 6, 2016.**
33. **Motion to approve Ms. Kerri McQueen, a student of William Paterson, to student teach at PMS under the mentorship of Ms. Marissa Crowell, January 21, 2016 through May 5, 2016.**
34. Motion to approve the following students of Rider University as junior practicum interns at BRMS, January 28, 2016 through April 21, 2016 for weekly three hour visits:

Rider University Student	Cooperating BRMS Teacher
James Quilter	Mr. Steven Blue
Mary Frances Prugno & Justine Rawlings	Ms. Jessica Dickinson
Courtney Earnest	Ms. Galina Jokic
Carolyn Lyons & Dennis Atkinson	Ms. Stephanie Kohnke
Juliann Brand & Jennifer Sweeney	Ms. Andrea Molnar

INFORMATION

35. **+JOB POSTINGS:** BRSD Custodial Night Foreman – BRSD School Bus Driver – BRHS Part-Time History Teacher – **PMS Part-Time (16.25 hr.) General Aide –**

N. BUSINESS, FINANCE & OPERATIONS

- +Motion to accept Board Secretary’s Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status at November 30, 2015.
- +Motion to approve Transfer of Funds.
- Motion to approve tuition revenue contract in the amount of \$12,530 with Trenton Public School District for a regular education homeless student in grade 2 at PMS.
- Motion to approve tuition revenue contract in the amount of \$11,024 with Trenton Public School District for a regular education homeless student in grade K at PMS,
- +Motion to award a contract to lease thirteen (13) copiers from **KDI Office Technologies**, for use by the elementary and middle schools as well as the two auxiliary offices (Transportation and the Black Building), over a term not to exceed **three (3)** years at a monthly cost not to exceed **\$3,511**, inclusive of the finance and the service costs, but excluding any charges for excess copy usage, based on proposals received to replace existing leases expiring January 31, 2016. Actual costs could be lower depending on final equipment configuration and lease term. [Note: The monthly lease and service payments on the expiring leases are currently \$5,296.62 per month]

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6. +Motion to approve the armored courier service agreement with Eastern Armored Services for the period beginning January 1, 2016 to December 31, 2016 at a rate of \$327.60 per month (annualized \$3,931). Prior rate for CY **2015** was \$315 per month or \$3,780 per annum.
7. Motion to approve one out-of-district placement to BCSSSD-Lumberton Campus, effective 11/9/15 with a **pro-rated** tuition of \$38,092.
8. **Motion to approve one out-of-district placement to BCSSSD-High School, effective 11/16/15 with a pro-rated tuition of \$40,334. This is a change in placement.**
9. Motion to approve Emergency Management Consultants, LLC on an as needed basis to conduct residency checks at an hourly fee of \$30/hr.
10. +Motion to approve CDA's operational/fiscal budget for FY 16-17.
11. Motion to approve Extended Day Program agreement for one student for the 2015-2016 SY with Eden Autism Services. Services shall be rendered for a total of 64 days at \$53.50 per diem as deemed necessary per student's IEP. Student is currently approved Out of District Placement for the 2015-2016 SY with the Eden Institute.
12. Motion to approve an annual mileage reimbursement for Mr. Christian Montemore, District Desktop Technician, for a maximum of \$315 for "regular business travel". Mr. Montemore will need to submit proper evidence of his "regular business travel" as permitted by Board Policy #9250 and NJAC 6A:23A-7.3(b).
13. Motion to approve the following Joint Agreement payable to Bordentown Regional School District:
Robbinsville School District
 - a. To transport Robbinsville Girls Middle School Soccer team to and from Robbinsville and Timberland Middle School on October 17, 2015. Total cost \$186.35
14. Motion to approve the following Joint Agreements payable to another school district:
Pemberton School District
 - a. To transport one student to and from Katzenbach School, Trenton, effective September 8, 2015 to June 30, 2016. Route # V35, Total cost \$711.04.Northern Burlington School District
 - a. To transport one student to and from Bridge Academy, Lawrenceville, effective September 2, 2015 to June 17, 2016. Route # BRAC1, Total cost \$13,101.00.Burlington Township School District
 - a. To transport one student to and from Eden School, Princeton, effective September 9, 2015 to June 21, 2016. Route BT8, Total cost \$16,283.50.Florence Township School District
 - a. To transport one student to and from Burlington County Institute Technology, Westhampton, effective September 1, 2015 to June 30, 2016. Route # A14, Total cost \$5,623.25.

INFORMATION

15. **+FY 2016-2017** Budget Calendar Information

O. POLICY

P. 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.

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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Q. NEW BUSINESS

R. ADJOURNMENT