

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
**Consent Agenda Item

MINUTES - October 15, 2014

A. CALL TO ORDER

The Action Meeting of the Board of Education of the Bordentown Regional School District was convened on the above date at 6:00 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: The date, the time, and the purpose of this special meeting were conveyed to the Burlington County Times and the Trenton Times on January 6, 2014. The Secretary will enter this public announcement into the minutes of this meeting. The change in time for this meeting was conveyed to the Burlington County Times and the Trenton Times on October 7, 2014.

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: Ms. Goff, Mr. Hartmann, Mr. Heberling, Ms. Wehrman, Ms. Zablow, and Mr. Drew. ABSENT: Mr. Creegan (Arrived 7:00, Excused from Executive Session), Ms. Hartmann, and Mr. Potts.

Also attending: Dr. Edward Forsthoffer, Superintendent, Mr. Eloi Richardson, School Business Administrator/Board Secretary.
Staff attending: Patrick Lynch, Barbarann Mazza, and Liz Brotherton.
Visitors attending: Mae Hamilton, Dawn Hamilton, Walter Kosul, Sean Murphy, Hannah Heberling, Joann Dansbury, Melanie Kunkler, John Turrick and Jim Brotherton.

D. EXECUTIVE SESSION RESOLUTION

Mr. Hartmann read the following resolution, seconded by Ms. Wehrman and unanimously approved at 6:05pm.:

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;

X 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: BRAA);

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_____ 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 1/2/2014.

The Board returned to open session at 6:55pm.

E. PUBLIC FORUM - FOR AGENDA ITEMS - None

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 my 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.

F. RECOGNITION/PRESENTATION - None

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G. STUDENT REPRESENTATIVES - None

H. UNFINISHED BUSINESS - None

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

A motion was made by Mr. Heberling, seconded by Mr. Hartmann to approve the following:

1. +Motion to approve Travel/Mileage reimbursement requests.
2. +Motion to approve September 3, 2014 Minutes and September 17, 2014 Minutes.
3. +Motion to approve Board Secretary/Treasurer Report, September 2014.
4. +Motion to approve Bill List, September 2014.
5. +Motion to approve Substitute List.
6. +Motion to approve Special Education Student Placements.
7. +Motion to accept Director of Special Services Report, September 2014.
8. +Motion to accept District Support Staff Report.
9. +Motion to accept Director of Curriculum and Instruction Report.
10. +Motion to accept Enrollment & Principal Reports.

| | |
|------|--------------|
| BRHS | 743 |
| BRMS | 578 |
| MIS | 405 |
| CBS | 238 |
| PMS | 608 |
| | <u>2,572</u> |

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

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

ABSTENTIONS: None. ABSENT: Ms. Hartmann and Mr. Potts.
Motion approved by majority.

J. COMMITTEE REPORTS

1. CDA Advisory Committee Meeting, 10/6/14 - Ms. Zablow reported there on, including:
 - Summer programs, focus was on 5th and 6th grade students
 - Results of the summer musical productions
 - Changes to Nebraska Project scholarship program
 - Budget plans/considerations for 2014/15

K. SUPERINTENDENT'S REPORT

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

1. +Motion to accept HIB Report & Determinations

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

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2. +Motion to accept donation of 81 Dell Monitors from SES Satellite Company in Princeton New Jersey, to the Bordentown Regional School District.

ON A ROLL CALL VOTE (Item 1):

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

ABSTENTIONS: None. ABSENT: Ms. Hartmann and Mr. Potts.

Motion approved by majority.

ON A ROLL CALL VOTE (Item 2):

AYES: Mr. Creegan, Ms. Goff, Mr. Hartmann, Mr. Heberling, Ms. Wehrman and Mr. Drew. NOES: None. ABSTENTIONS: Ms. Zablow (conflicted). ABSENT: Ms. Hartmann and Mr. Potts.

Motion approved by majority.

L. CURRICULUM REPORTS - None

M. PERSONNEL REPORT

A motion was made by Mr. Hartmann, seconded by Ms. Goff to approve the following:

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 resignation, with best wishes, due to retirement from Ms. Joyce Hale-Court from the position of Business Teacher at BRHS, effective January 31, 2015.
2. Motion to approve employee #5612 intermittent leave under NJFLA due to the care of a family member, effective October 1, 2014.
3. Be it resolved that the commencement of leave of absence requested by employee #4926, effective October 9, 2014 through December 9, 2014 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.
4. +Motion to approve Mr. Eric Whisnant as a contracted bus driver, 20 hrs/wk, Step 1, with a pro-rated salary of \$16,655, effective 10/16/14. This replaces a resignation. Mr. Whisnant has been a substitute driver with the district.
5. +Motion to approve Ms. Jennifer Semeniak as an elementary teacher at CBS, effective October 13, 2014, Step 1, BA +30, with a pro-rated salary of \$53,120. This replaces a resignation.
6. +Motion to approve Ms. Shannon O'Brien as a long term leave replacement at CBS. Ms. O'Brien will be compensated in accordance with the long term leave replacement pay scale from October 22, 2014 through April 2, 2015. Approximately February 2, 2014, Ms. O'Brien will go on Step 1, BA with a pro-rated salary of \$50,982.

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7. Motion to approve Ms. Linda Haun, a parent of a BRMS student, as a weekly volunteer (Tuesdays) in the BRMS library, effective as soon as all paperwork is completed. Ms. Haun is in the process of being fingerprinted.
8. Motion to approve Ms. Shannon Speight as a volunteer Cheerleading Coach at BRMS. Ms. Speight has a degree in Health and PE and will be assisting with judging tryouts. There is no relations to any students or faculty.
9. Motion to approve Ms. Amber Touch, a Rutgers University student, to observe instruction at an elementary school for four hours at CBS under the mentorship of Mrs. Andrea Minster to be completed by October 24, 2014.
10. Motion to approve Ms. Selena Senachai, a TCNJ student, to observe in the nurses office at an elementary school for one or two days at MIS under the mentorship of Ms. Donna Glover, on a mutually agreed upon date.
11. Motion to approve Mr. Victor Szazvay, a TCNJ student, to observe in the nurses office at an elementary school for one day at PMS under the mentorship of Ms. Linda Eaton, on a mutually agreed upon date.
12. Motion to approve Ms. Elizabeth Downes, a TCNJ student, to complete her student teaching at PMS under the mentorship of Ms. Melissa Vergantino, January 26 through May 8, 2015.
13. Motion to amend Ms. Nicole Pucci as a long term, per diem substitute at MIS, effective 9/2/14 through June 22, 2015. Due to the new State Mandates (see N. 8), Ms. Pucci will be placed on Step 1, BA with a pro-rated salary of \$50,982 after 60 working days, approximately December 2, 2014.
14. Motion to amend Ms. Megan Jonigkeit as a long term, per diem substitute at MIS, effective 9/2/14 through June 22, 2015. Due to the new State Mandates (see N. 8), Ms. Jonigkeit will be placed on Step 1, BA with a pro-rated salary of \$50,982 after 60 working days, approximately December 2, 2014.
15. Motion to amend Ms. Katina Ingram's 2014 fall salary adjustment to Step 10.5, BA +6, \$62,823, previously approved as Step 10.5, BA +12, \$63,163.

INFORMATION

16. +JOB POSTINGS: Full Time Preschool Teacher, Leave Replacement
PMS -

ON A ROLL CALL VOTE (Items 1-15):

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

ABSTENTIONS: None. ABSENT: Ms. Hartmann and Mr. Potts.

Motion approved by majority.

N. BUSINESS, FINANCE & OPERATIONS

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

1. Motion to ratify the Labor Contract negotiated between the Bordentown Regional Administrator Association and the Bordentown Regional School District Board of Education for the period of July 1, 2014 to June 30, 2017.

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2. Motion to increase the estimated maximum contractual fee for legal services being provided by special counsel, David Serlin, Esq., for a special education case and an ethics filing, from \$10,000 to \$25,000, with no change in the \$160 hourly rate. [Note: Services previously Board approved 2/26/2014 for this special education case, each at \$160/hr.; billings to date, including recent unpaid bill are \$10,691, all related for special education services].
3. +Motion to accept monthly certifications: Board Secretary's Budgetary Line item status; and Board of Education's Budgetary Major Account/Fund Status at September 30, 2014.
4. +Motion to approve Transfer of Funds for September 2014.
5. +Motion to approve submission of the 2014-15 annual M-1 (Annual Maintenance Worksheet) and the 2014-15 annual Comprehensive Maintenance Plan to the Department of Education's County Office.
6. +Motion to approve renewal of the Accident Policy for the camp/trip outings for the environmental trip (Stokes) 2015 in the amount of \$400. (No increase over 2013/14 school year)
7. Motion to approve to submit the final report for the 2013-14 IDEA grant.
8. Motion to approve to submit the final report for the 2013-14 NCLB grant.
9. Motion to accept the new, State Mandated long term substitute per diem pay rate as follows. Recommendation for substitute to be paid per Diem for per diem assignments. Only long term substitutes will be paid as follows and must be highly qualified and certified in subject area:

| | |
|-------------|-----------------------|
| Day 1 - 20 | \$125 per day |
| Day 21 - 40 | \$150 per day |
| Day 41 - 60 | \$175 per day |
| Day 61+ | Step 1, plus benefits |

 (only for substitutes in the same position)
10. Motion to approve one out-of-district placement to BCSSSD - Autistic Program with a pro-rated tuition of \$45,035, effective 9/29/2014.
11. Motion to approve tuition contract for 2 students attending Burlington County Alternative High School effective September 3, 2014 through June 15, 2015; \$1,831.20 month/per student (\$1,795.30 month/per student 2013/14 rate).
12. Motion to approve to pay \$46/half hour to Union County Educational Services Commission for instruction of a student placed at Trinitas Hospital in Elizabeth, New Jersey. The rate reflects costs of specialized instruction for a severely impaired student. Instruction will be provided up to 10 hours a week for the duration of the student's stay at the hospital.
13. Motion to approve Cross County Clinical & Educational Services to provide bilingual evaluations. This request is for six Child Study Team Evaluations for two district students. The cost of each evaluation is \$825.00 for a total of \$4,950.00.
14. Motion to approve transportation for Sai Montessori Camp, Bordentown, NJ (Korean Church) for a field trip to Windsor Farm located in Princeton Junction at a cost of \$90.60 payable to Bordentown Regional School District.

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15. Motion to approve the following Joint Agreement payable to Bordentown Regional School District:
- Burlington City School District
- a. To transport one student to and from Kingsway Learning Center in Haddonfield, Route # 104, effective September 1, 2014 to June 30, 2015, Total cost \$29,948.40.
 - b. To transport one student to and from Captain James Lawrence School, Route # 104, effective September 1, 2014 to June 30, 2015, Total cost \$7,671.36.
- Burlington Township School District
- a. To transport one student to and from Mercer County Special Services High School in Mercer, Route # 92, effective September 1, 2014 to June 30, 2015, Total cost \$13,765.80.
- Lumberton Middle School
- a. To transport one student to Lumberton Middle School, Route # 51-A, effective September 5, 2014 to June 19, 2015, Total cost \$9,686.25.
- Mansfield Township School District
- a. To transport one student to and from Garfield Park Academy in Willingboro, Route # 97, effective September 1, 2014 to June 30, 2015, Total cost \$4,689.82.
- New Hanover School District
- a. To transport one student to Bordentown Regional High School from BCIT- Westampton, Route # 93, effective September 5, 2014 to November 26, 2014, Total cost \$126.09.
- Northern Burlington Regional School District
- a. To transport three students to and from Kingsway Learning Center in Moorestown, Route # 103, effective September 1, 2014 to June 30, 2015, Total cost \$31,174.98.
 - b. To transport one student to and from Northern Burlington High School, Route # 103A, effective September 1, 2014 to June 30, 2015, Total cost \$7,342.20.
 - c. To transport two students to and from Delaware Valley School in Hamilton, Route # 95, effective September 1, 2014 to June 30, 2015, Total cost \$13,067.24.
16. Motion to approve the following Joint Agreement payable to another school district:
- Gateway Regional School District
- a. To transport one student to and from Bancroft Elementary School in Haddonfield, Route #GW-34-36, effective September 1, 2014 to June 30, 2015, Total cost \$11,347.20.

INFORMATION

17. +Bordentown has qualified for the 2013-14 Tier 1 Safety Incentive Program Award from its insurance carrier which provides for \$5,500 remuneration. This is the district's third consecutive year of receiving such an award.

ON A ROLL CALL VOTE (Item 1):

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

ABSTENTIONS: Mr. Creegan. ABSENT: Ms. Hartmann and Mr. Potts.

Motion approved by majority.

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ON A ROLL CALL VOTE (Item 2)

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

ABSTENTIONS: Mr. Heberling. ABSENT: Ms. Hartmann and Mr. Potts.

Motion approved by majority.

ON A ROLL CALL VOTE (Items 3-16):

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

ABSTENTIONS: None. ABSENT: Ms. Hartmann and Mr. Potts.

Motion approved by majority.

O. POLICY - None

P. DISCUSSION/INFORMATION ITEMS

- Mr. Heberling reported on the NJSBA class that he attended on October 11th, "Bargaining at the Table".

Q. 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.

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:

- Ms. Dansbury commented/inquired on the following:
 - RE. N-2, Regarding identity of the special counsel (i.e.: Parker McCay or David Serlin, Esq.)
 - Ms. Court's retirement: Acknowledgment of her 27 years of district service
 - Asked if the District will cover liability insurance for the St. Patty's Day race sponsored by the Bordentown Ed Foundation.
- Ms. Brotherton extended an invitation from the BREA for a "Meet & Greet" at PMS, 10/21/14, 6:30-8pm for new families to the area.
- Mr. Turrick commented/inquired on the following:
 - Level of property taxes.
 - Stadium lights: His concerns of their use and related operating costs; stated no one cares. [Mr. Forsthoffer responded that they are turned on for safety during games and practices, but will investigate the matter further].

R. NEW BUSINESS - None

S. ADJOURNMENT

A motion was made by Ms. Wehrman, seconded by Mr. Hartmann to adjourn the meeting at 7:35 p.m.

Motion unanimously approved.

Respectfully submitted,



Mark Drew, President



Eloi Richardson, SBA/BS