

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
**+Consent Agenda Item

MINUTES - April 30, 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 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: 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 change in date for this meeting was conveyed to the Burlington county Times and the Trenton Times on April 4, 2014.
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. Hartmann, Mr. Heberling, Mr. Potts Ms. Wehrman, Ms. Zablow and Mr. Drew. ABSENT: Ms. Goff (Arrived 7:08pm) and Ms. Hartmann.

Also attending: Mr. Joseph Miller, Interim Superintendent, Mr. Eloi Richardson, School Business Administrator/Board Secretary.
Staff attending: Louisa Kenny, Amanda Mackel, Christine Corcoran, Lisa VanBruggen, Larry Larned, Jennifer McCoy, Lori Monaghan, Colleen Ferrarese, Leona Stanton, Sam Tola, Christina Kittel, Donna Sensi, Susan Gerike, Michele Fecher, Paula Mann, Beth Santillo, Greg Poole, Jessica Gallagher, Liz Brotherton, Rebecca Jacobsen, Jan Porter-Bond, Cynthia Nemceff, Sandy Ewell, Bryan Mitchell, An Marie O'Leary, Linda Eaton, Gail Katz, Amy Rabenda, Kimberley Walker, Louise Sullivan, Kathy Creegan, Patrick Lynch, Michelle Leusner, Dianna McNeil, Melanie Stokes, Lauren Brandimarto, Anna Swiniuchowski, Lisa Muolo, Alexandra Guido, Lisa Swanson, R. Snook, Dan Riether, Robin Blue, Mike Brennan, Ernie Covington, Jackie Chen, Traci Redler, Andrea Minster, Erica Wright, Dianne Mizerak, Yvonne Casey, Lisa Hudik, Chris O'Leary, Brian Guire, Kirsten Houssell, Tori Bryant, Justine Perry, Maureen Reilly, Anthony Rizzo, Danielle Bond, John Tobias.
Visitors attending: Leighanna Ritter, Mike Dauber, William Mercantini, Jim Brotherton, Nick Casey, Walt Kosul and Rob Delaney.

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 4/30/2014.

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

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maximum time per member of the public shall be five minutes. Please state your name and address for the record.

- Mr. Dauber commented on the following agenda items:
M-1: regarding the number of out-of district children for staff members.
M-4 & M-5: regarding the NAO Robots for CDA and BRMS.

F. RECOGNITION/PRESENTATION

1. Winter Sports Recognitions
2. Dawud's Wheels Presentation

G. Public Budget Hearing

1. PowerPoint Presentation on the FY2014-15 budget. Mr. Miller and Mr. Richardson responded to questions.

H. STUDENT REPRESENTATIVES - Leighanna Ritter

- BRHS Theater Club presents the 2014 One Act Play Festival, May 2, 2014; proceeds benefit BRHS Senior Scholarships.
- 2nd Annual Spring Market, May 3, 2014.
- BRHS Choir Concert May 7, 2014.

I. UNFINISHED BUSINESS - None

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

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

1. *+Motion to approve Travel/Mileage reimbursement request.
2. *+Motion to approve Minutes 3/5/14, Executive Minutes 3/5/14, Minutes 3/19/14, Minutes 4/2/14, and Executive Minutes 4/2/14 (Session #1 and Session #2).
3. *+Motion to approve Substitute List.
4. *+Motion to approve Bill List, March 2014.
5. *+Motion to approve Board Secretary/Treasurer Report, March 2014.
6. *+Motion to approve Special Education Student Placements.
7. *+Motion to accept District Support Staff Report.
8. *+Motion to accept Director of Special Services Report, February and March 2014.
9. *+Motion to accept Director of Curriculum and Instruction Report.
10. *+Motion to accept Enrollment & Principal Reports:

BRHS	743
BRMS	567
MIS	407
CBS	251
PMS	606
	2,574

ON A ROLL CALL VOTE (Items 1; 3-10):

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

ABSTENTIONS: None. ABSENT: Ms. Hartmann.

Motion approved by majority.

ON A ROLL CALL VOTE (Item 2):

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

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

Motion approved by majority.

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K. COMMITTEE REPORTS

1. CDA Committee Meeting, March 31, 2014 - Ms. Mona Goff, Chair, Ms. Ewell reported there on, including: roll out of summer programs; planned Robotics program; focus on STEM offerings.
2. Finance/Budget Committee Meeting, April 9, 2014 - Mr. Timothy Hartmann, Chair reported there on; addressed via the power point budget presentation.
3. Finance/Budget Committee Meeting, April 29, 2014 - Mr. Timothy Hartmann, Chair reported there on; major topic was proposed change in health insurance carrier, including options/potential cost reductions; requirement to provide current carrier (SHBP) with 60 days' notice of termination.

L. SUPERINTENDENT'S REPORT

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

1. +Motion to accept HIB Report & Determinations:

School	# of Reports	# of HIB
CBS	1	0
PMS	0	0
MIS	1	1
BRMS	0	0
BRHS	2	1
TOTAL:	4	2

ON A ROLL CALL VOTE (Item 1):

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

ABSTENTIONS: None. ABSENT: Ms. Hartmann.

Motion approved by majority.

M. CURRICULUM REPORTS

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

1. +Motion to approve children of out-of-district staff members to attend BRSD for the 2014-2015 School Year.
2. +Motion to approve a field trip for FBLA students at the High School on April 29, 2014 to Rutgers, Cook Campus, New Brunswick, NJ. There will be no cost to the district. Total cost per student for transportation, and lunch, \$18.78.
3. +Motion to approve a field trip for FBLA students at the High School on June 3, 2014 to Liberty Lakes, Mansfield, NJ. There will be no cost to the district. Total cost per student for transportation and lunch, \$15.25.
4. Motion to approve the addition of a NAO Robot class and training to the 7th grade technology curriculum for the 2014-2015 school year and the 8th grade curriculum for the 2015-2016 school year.
5. Motion to approve the drawing of \$30,370 from CDA Surplus Account to purchase a package of two (2) NAO Robots, site licenses, transport cases and five (5) day technical training package. This is for a new program for CDA and BRMS.

ON A ROLL CALL VOTE (Item 1):

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

ABSTENTIONS: None. ABSENT: Ms. Hartmann.

Motion approved by majority.

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N. 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

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 the resignation of Ms. Carla Conte from the position of Instructional Aide at the Clara Barton School. Ms. Conte's last day of work will be April 16, 2014.
2. Motion to accept the resignation of Ms. Melissa Ditto from the position of Science Teacher at the Bordentown Regional High School, effective March 27, 2014. Ms. Ditto is currently out on leave and has coverage for her classroom.
3. Motion to accept the resignation of Ms. Kathleen Pontoriero, due to retirement, from the position of Instructions Aide at the Bordentown Regional Middle School, effective July 1, 2014.
4. Motion to accept the resignation of Ms. Denise Sokolski-Stachura, due to retirement, from the position of Teacher at the MacFarland Intermediate School, effective July 1, 2014.
5. +Motion to approve Mr. David Misselhorn as long term leave replacement at the Bordentown Regional High School as Interim Vice Principal, effective May 1, 2014 through June 30, 2014, with a pro-rated salary of \$83,500.
6. +Motion to approve Mr. Gregory Johns as a full-time night Custodian, effective May 1, 2014, Step 1, with a pro-rated salary of \$34,087. Mr. Johns has been a part-time night Custodian. This replaces a resignation.
7. +Motion to approve Ms. Katie Schuh as a long term leave replacement as a Health/PE Teacher at BRHS. Ms. Schuh will be compensated in accordance with the long term, per diem, substitute pay scale from May 1, 2014 through June 20, 2014.
8. Motion to approve Ms. Danielle MacFarlane as a student Usher/Tech for CDA, effective as soon as all paperwork is completed, at an hourly wage of \$9.00/hr.
9. Motion to approve employee #4396, an eleven (11) month Learning Disabilities Teacher Consultant, to return from current long term leave on July 1, 2014 to work three (3) days per week through June 30, 2015 and return to full time for the 2015-2016 School Year..
10. Motion to approve employee #4949, an Aide at BRHS, unpaid leave of absence, effective April 30, 2014 through May 9, 2014.
11. Be it resolved that the commencement of leave of absence requested by employee #6214, effective July 1, 2014 through October 24, 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.
12. Motion to approve Ms. Connie Glover to provide aide support to a student to participate in Tournament of Champions practices on May 20, 21, 22, 27, 28 and 29 from 3:25 to 4:30. Compensation will be at her hourly contracted rate of \$16.82/hr.

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13. Motion to approve the following staff members to help out at the Tournament of Champion practices after school at MacFarland Intermediate School on May 20 through May 22 and May 27 through May 29, 2014. Compensation will be at their hourly contracted rate per each hour of practice they attend.
- a. Denise Stachura - \$58.38/hr
 - b. Mike Priano - \$45.82/hr
 - c. Loren Grabowski - \$58.90/hr
 - d. Elaine Mitchell - \$16.96/hr
 - e. Traci Redler - \$40.55/hr
 - f. Lisa Mynarski - \$43.39/hr
14. Motion to approve Mr. Drew Pedersen, a Mercer County College student, 25 hours of classroom observation experience at BRHS under the supervision of Ms. Debbie Tartaglia and Mr. Larry Larned during the month on May.

INFORMATION

15. +JOB POSTINGS: Instructors for Summer Basic Skills Program (multiple positions available pending enrollment) - One Position for Instructor for Summer ESL Program - Four Positions available for Instructors for Middle School Summer School Program (3 certificated & 1 aide) - Special Services Extended School Year (multiple positions available) - 2nd Shift Part-Time Custodian - Fourth Grade Long Term Leave replacement (maternity leave position).

ON A ROLL CALL VOTE (Items 1-14):

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

ABSTENTIONS: None. ABSENT: Ms. Hartmann.

Motion approved by majority.

O. BUSINESS, FINANCE & OPERATIONS

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

1. Motion to adopt final budget for FY 2014-15 with the following:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 37,626,810	\$26,630,061
Total Special Revenue Fund	\$ 872,881	n/a
Total Debt Service Fund	\$ 3,476,790	\$ 3,043,674
Totals	\$ 41,976,481	\$ 29,672,735

- An adjustment to the base tax levy in the amount of \$162,042 to pay for increased costs of health benefits.
- An adjustment to the base tax levy in the amount of \$208,609 representing unused spending authority from prior years ("Banked Cap") to pay for instituting the PARCC initiation and for increased tuition costs which needs must be met (completed) by the end of the budget year and cannot be deferred or incrementally met over a longer period of time.

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- Transfer a total of \$255,945 in unexpended funds in the Capital Project Fund, reflecting \$233,564 from the 2010 high school solar/field project and \$22,381 from the 2002 high school/other renovations project, to the Debt Service Fund to offset annual debt service repayments.
- 2. +Motion to accept Board Secretary's Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status for March, 2014.
- 3. +Motion to approve Transfer of Funds.
- 4. Motion to approve resolution for any private school for the disabled that receives BRSD children to include the cost of meals provided in the annual tuition rate for the 2014-2015 school year.
- 5. +Motion to submit resolution giving the State the required 60 day notice to cease participation in the School Employees' Health Benefits Program (medical and prescription services) if determined to be in the best interest of the District and its employees.
- 6. Motion to approve the district to provide shuttle service for the annual Bordentown Street Fair, May 17 & 18, 2014. Northern Burlington Chamber of Commerce is charged a total fee of \$397.90 for one van from 10:00 am to 4:00 pm.
- 7. Motion to approve the following Joint Agreements payable to Bordentown Regional School District:
 - a. Burlington City School District
To transport one student to and from Wilbur Watts School, Burlington Route # 104, effective April 7, 2014 to June 30, 2014, Total cost \$5,341.74 (\$104.74 per day).
 - b. Willingboro School District
To transport two students to and from Bordentown High School and MacFarland School, Route # 96, effective March 17, 2014 to June 30, 2014, Total cost \$5,910.30.
 - c. Asbury Park School District
To transport one student to and from Peter Muschal School, Route # 87, effective March 31, 2014 to June 30, 2014, Total cost \$574.00.

INFORMATION

8. +Legal Notice of Solicitation for Bids - Clara Barton School Crawl Space

ON A ROLL CALL VOTE (Item 1):

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

ABSTENTIONS: None. ABSENT: Ms. Hartmann.

Motion approved by majority.

ON A ROLL CALL VOTE (Items 2-4; 6-7):

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

ABSTENTIONS: None. ABSENT: Ms. Hartmann.

Motion approved by majority.

ON A ROLL CALL VOTE (Item 5):

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

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

Motion approved by majority.

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P. POLICY - None

Q. DISCUSSION/INFORMATION ITEMS

1. Mr. Richardson gave update on meeting February 24, 2014 with the Burlington County DOE for our district's mid-year budget review; announced that the 2014/15 Budget was approved by the County Superintendent, with favorable comments.

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.

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:

- 1) Ms. Brotherton commented/inquired concerning the proposed health carrier change:
 - a. Thanked Mr. Miller for sharing information with the BREA.
 - b. Follow-up questions on the health benefit comparisons; requested side-by-side comparisons of health benefit plans.
- 2) Mr. Casey commented/inquired on the quick determination and guarantees associated with terminating health benefits with SHBP.
- 3) Ms. Nemceff expressed her concerns regarding the health benefits changes.
- 4) Ms. Eaton expressed her concerns regarding the health benefit changes.
- 5) Ms. Monaghan requested copies of all legal documents to all BREA members.

S. NEW BUSINESS

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

1. Motion to extend an offer of employment as Superintendent of Schools for Bordentown Regional School District to Dr. Edward Forsthoffer, III commencing on or about July 1, 2014, with other details of employment to be mutually agreed to by both parties and subject to approval by the Executive County Superintendent of Schools for Burlington County as required by applicable Status and/or Administrative Code.

ON A ROLL CALL VOTE (Item 1):

AYES: Ms. Goff, Mr. Hartmann, Mr. Heberling, Mr. Potts, Ms.

Wehrman, Ms. Zablow and Mr. Drew. NOES: None.

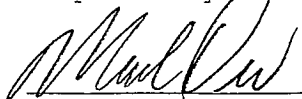
ABSTENTIONS: Mr. Creegan. ABSENT: Ms. Hartmann.

Motion approved by majority.

T. ADJOURNMENT

A motion was made by Mr. Hartmann, seconded by Mr. Potts to adjourn the meeting at 9:05 p.m.
Motion unanimously approved.

Respectfully submitted,


Mark Drew, President


Eloi Richardson, SBA/BS