

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

2112

MINUTES - September 21, 2005

The Action Meeting of the Board of Education of the Bordentown Regional School District was convened on the above date at 7:30 p.m. with Mr. DiLemme presiding.

The Board Secretary read the following statement:
In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: Schedule of meetings to be held from May 9, 2005 through April 2006 was conveyed to the Burlington County Times, The Register News, and the Trenton Times on April 27, 2005.

The Board President led the members of the Board and audience in the salute to the flag and moment of silent meditation.

The following members answered roll call:
Mr. Hirschfeld, Mr. Lynch, Dr. Nicholls, Mrs. Trogdon and Mr. DiLemme. ABSENT: Ms. Glenn (arrived at 7:35 p.m.; not present for executive motion), Mr. Gore (arrived at 7:45 p.m.).

Also attending were:
Mr. John Polomano, Superintendent, and Mrs. Peggy A. Ianoale, School Business Administrator/Board Secretary.

Staff attending were: Liz Brotherton, Louise Sullivan, Valerie O'Farrow, Cheryl Cifelli, Reba Snyder, Pat Lynch.

Visitors attending were: Tony Hearn, Kim Zablow, Kimberly Quinn, Jim Brotherton, Suzanne Wheelock.

EXECUTIVE SESSION

Executive Session Resolution

Mr. Hirschfeld read the following resolution, seconded by Mrs. Trogdon and unanimously approved at 7:30 p.m.:

WHEREAS, N.J.S.A. 10:4-6, et. seq. (Open Public Meetings Act) provides that the Bordentown Regional Board of Education may exclude the public from that portion of the meeting at which the Board of Education discusses certain matters as set forth in N.J.S.A. 10:4-12; and,

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WHEREAS, the following subjects shall be discussed on this date in the session of the Board closed to the public:

PERSONNEL, REAL PROPERTY, NEGOTIATIONS

NOW, THEREFORE, BE IT RESOLVED that the aforesated meeting is closed to the public for the reasons set forth above in accordance with the open Public Meetings Act; and,

BE IT FURTHER RESOLVED that the discussion in closed session will be disclosed to the public at such time as it is no longer necessary to maintain the confidential nature of the items discussed.

The Board returned to Open Session at 8:00 p.m.

SUPERINTENDENT'S REPORT

- Cover Memo
- New Board Officers
- Presentation by Education Foundation Officers
- Introduction of New Staff (Mr. Matthew Derby and Ms. Jennifer Demas)

A motion was made by Mr. Lynch, seconded by Ms. Glenn to approve the nomination of Mr. Joseph Gore as vice president of the Board of Education. Motion unanimously approved.

A motion was made by Ms. Glenn, seconded by Mrs. Trogdon to approve the establishment of two additional preschool handicapped classes to be housed at Peter Muschal Elem. School, one in the A.M. and one in the P.M., located in Room 115 with a capacity of 18 students, 9 students in A.M. and 9 students in P.M. Motion unanimously approved.

A motion was made by Ms. Glenn and seconded by Mrs. Trogdon to approve the Consent Agenda.

ON A ROLL CALL VOTE: AYES: Ms. Glenn, Mr. Gore, Mr. Hirschfeld, Mr. Lynch, Dr. Nicholls, Mrs. Trogdon and Mr. DiLemme. NOES: None. ABSTAIN: None. ABSENT: None.

Motion unanimously approved.

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Reading & Approval of Minutes

August 3, 2005

August 17, 2005

August 31, 2005

Approval of Substitute Personnel

Resolution: Criminal History Check

The following substitute staff, student teachers, positions and rates of compensation as previously adopted are appointed for emergent hiring pending completion and certification of the State of New Jersey Criminal History Check. Affidavits are attached from the applicants attesting to no criminal record. (Substitutes to whom this applies are noted in **bold/black** type.) **PLEASE NOTE:** Addition of Homebound

Instructors: Mr. Verone Jenkins, Jr. - Elementary
Mr. Vernon Spencer, Sr. - Mathematics
Mr. Russ Kantner - Mathematics

Acceptance of Reports

Out-of-District Placements

Enrollment

BRHS	696
MJS	351
CBS	377
PMS	758
Total	<u>2,182</u>

Acceptance of Business and Financial Reports

Board Secretary's Report: August 2005

List of Bills: September 2005

PUBLIC FORUM

STAFF PERSONNEL

A motion was made by Mrs. Trogdon, seconded by Mr. Hirschfeld to approve the following appointments per the 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) attached 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.

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STAFF PERSONNEL (continued)

- a. Approve the following as CBS Instructional aide positions, effective September 22, 2005 through June 30, 2006:
 - Ms. Wendy Lawrence, F/T, salary of \$15,809 prorated, Step 1
 - Ms. Kathy Tilghman, P/T (17 hours/week), salary of \$8,268, prorated, Step 1

NOTE: This item ("a") was tabled for the Executive Session
- b. Approve revision in leave for Ms. Ashley Akers. She is requesting to extend her family leave for the remainder of the 2005-2006 school year.
- c. Approve Ms. Joanne Kotelnicki as full time Secretary I, Step 1, salary of \$33,642, prorated, effective September 22, 2005
- d. Adopt salaries for 2005-2006 school year for Certificated and Non-Certificated 10 month and 12 month BREA members and non-represented staff, administrators and supervisors as per attached list
- e. Approve increase of work hours for Ms. Nancy Ammon, instructional aide as BRHS, from 21 hours per week to 25.5 hours per week. New salary of \$12,482 prorated (25.5 hours/week)
- f. Accept, with best wishes, resignation of Mr. Mike Aponte from the position of Supervisor of Buildings and Grounds, effective October 15, 2005
- g. Approve Ms. Elizabeth Hensley as instructional aide at CBS for PM Preschool class, 17 hrs/wk., \$8,268 prorated, Step 1, effective September 22, 2005 through June 30, 2006.
- h. Approve Mr. Ronnie Luker as custodian, Step 1, salary of \$27,356, effective September 26, 2005. This is a replacement for Ms. Brenda Elias.
- i. Approve the following bus drivers and bus aides for contracted midday runs for 2005-2006 school year:

PMS Kindergarten, Drivers:

 - Mr. Randy Jackson: 1-1/2 hrs. x 180 days @ \$29.75/day = \$5,355.00
 - Mr. Fred Wake: 1-1/2 hrs. x 180 days @ \$29.49/day = \$5,308.20

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STAFF PERSONNEL (continued)

PMS Kindergarten, Drivers (continued)

- Ms. Yolette Labissiere: 1-1/2 hrs. x 180 days @ \$28.49/day = \$5,128.20

CBS Pre-K, Drivers

- Ms. Patti Dixon: 1-3/4 hrs. x 176 days @ \$36.82/day = \$6,480.32

Anne Jacques School Driver & Aide:

- Mr. Robert Schoen (driver): 1-1/2 hrs. x 171 days @ \$28.74/day = \$4,914.54
- Ms. Carol Parkerson (aide): 1-1/4 hrs x 171 days @ \$14.86/day - \$2,541.06

Joseph A. Cappella School, Driver & Aide

- Ms. Beverly Ward (driver): 1-1/2 hrs x 182 days @ \$30.24/day = \$5,503.68
- Ms. Peggy Van Mater (aide): 1 hr. x 182 days @ \$11.89/day = \$2,163.98

Children's Day, Driver

- Ms. Carol Kmetz: 1-1/2 hr. x 180 days @ \$24.16/day = \$4,348.80

BRHS to Delaware Valley School, Driver

- Ms. Debbie Field: 1 hr. x 180 days @ \$20.50/day = \$3,690.00

Mail Run

- Ms. Nancy Houston: 1-1/4 hrs. x 180 days @ \$26.30/day = \$4,734.00

ON A ROLL CALL VOTE: (Items "b" through "i")AYES: Ms. Glenn, Mr. Gore, Mr. Hirschfeld, Mr. Lynch, Dr. Nicholls, Mrs. Trogdon and Mr. DiLemme. NOES: None. ABSTAIN: None. ABSENT: None.

Motion unanimously approved.

A motion was made by Mr. Hirschfeld, seconded by Mrs. Trogdon to rescind a Stokes contract for Dr. Rafe Vecere. Motion unanimously approved.

A motion was made by Mr. Hirschfeld, seconded by Mrs. Trogdon to approve Mr. William Lloyd and Mr. Bryan Mitchell as chaperones for the 2005 Stokes trip. Motion unanimously approved.

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STAFF PERSONNEL (continued)

A motion was made by Mr. Hirschfeld, seconded by Ms. Glenn to approve the following:

- a. Mr. Patrick Lynch: SASI Coordinator position, not to exceed \$10,000, to be paid hourly per timesheet
- b. Mr. Wayne Tozzi: Training Coordinator position, not to exceed \$5,000, to be paid hourly per timesheet
- c. Mr. Walter Banks: Web Page Coordinator position, not to exceed \$5,000, to be paid hourly per timesheet

Item "a" - Motion approved by a majority vote (Mr. Lynch abstained).

Items "b" and "c" - Motion unanimously approved.

STAFF PERSONNEL
INFORMATION

- j. Job Postings: SASI Support, Volunteer Coor.; Secretary I, full time; School Psychologist; District Network Webmaster, FT Instructional Aide, CBS; Supervisor of Buildings & Grounds, Transportation Coordinator

POSSIBLE MOTIONS

- k. Web master; computer trainer; SASI coordinator, volunteer coordinator

STUDENT PERSONNEL & PROGRAMS

A motion was made by Mrs. Trogdon, seconded by Mr. Hirschfeld to approve the following:

3. Approve The College of New Jersey Field experience students to observe classes under the supervision of the coordinating teachers, as per attached list
4. Approve Ms. Tara Mount to observe Ms. Denise Bauer's 4th grade class as part of her fulfillment of course requirements
5. Approve 6th grade class trips for PMES
6. Approve Mentoring Program for 2005-2006
7. Approve application for "No Child Left Behind" grant as listed:

<u>Title I</u> - \$166,511	<u>Title II A</u> - \$53,516
<u>Title II D</u> - \$3,061	<u>Title III</u> - \$14,076
<u>Title III Immigrant</u> - \$16,964	
<u>Title IV</u> - \$7,732	<u>Title V</u> - \$4,537

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STUDENT PERSONNEL & PROGRAMS (continued)

Please note the following salaries are funded by various titles:

Title I breakdown of salaries in proportion to funds assigned to the school:

Portion of Salaries/Benefits funded by Title I:

- CBS: Ms. Swanson, \$30,000/11,139
Ms. Oulette, \$12,881
- PMS: Ms. Conigliaro, \$32,765/8,511
- MJS: Ms. Morino, \$36,283/9,425

Funded by Title II A: Ms. Debra McKown, Kindergarten
CBS, 43%

Partially funded by Title III & Title III Immigrant:
Ms. Xioafan Corey, 29%

Funded by Title IV: Ms. Diana McNeill, School
Psychologist, 7%

8. Approve application for IDEA Basic and Preschool grants, public and non-public:

<u>IDEA:</u>	<u>Regular</u>	<u>Public</u>	<u>Non-Public</u>
		\$425,345	\$7,877
<u>IDEA B:</u>	<u>Pre-School</u>	<u>Public</u>	<u>Non-Public</u>
		\$17,954	\$499

9. Approve Ms. Marni Vaccaro to observe Ms. Leann Bergner at BRHS, as part of fulfillment of course requirements.

Motion unanimously approved.

STAFF PERSONNEL & PROGRAMS

Information:

10. Letter regarding home schooling of a student

POLICIES

1. Possible revision to Self Administration of Medication Policy

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BUSINESS & FINANCE

A motion was made by Mr. Hirschfeld, seconded by Mrs. Trogdon to approve the following:

2. a. Acceptance of Board Secretary's Monthly Certification, Budgetary Line Item Status
- b. Certification of budgetary Major Account/Fund Status
3. Approve Transfer of Funds
4. Approve Change Order #PC-02, M&R Mechanical in the amount of \$3,044.47
5. Approve Change Order #PC-01, M&R Mechanical in the amount of \$24,360.25
6. Approve Mrs. Wendy Weber-O'Neal, athletic director, as check signer for the athletic account
7. Approve Change Order #GC-15, Ricasoli & Santin Contracting Co., Inc. in the amount of \$1,798.50, Renovations

A motion was made by Mr. Hirschfeld, seconded by Mr. Gore to approve Geoscience Services for consulting work on new high school. Amount not to exceed \$4,000 without additional approval from the board. Motion unanimously approved.

A motion was made by Mr. Hirschfeld, seconded by Mrs. Trogdon to approve Resolution and Notice of Sale for subdivided property adjacent to new high school at minimum bid of \$50,000 including the following:

- 1.) Deed Restriction
- 2.) Time Improvements to be complete

ON A ROLL CALL VOTE: AYES: Ms. Glenn, Mr. Hirschfeld, Mr. Lynch, Dr. Nicholls, Mrs. Trogdon and Mr. DiLemme. NOES: None. ABSTAIN: Mr. Gore. ABSENT: None.

Motion approved by a majority vote.

BUILDINGS & GROUNDS

1. Update on water meeting of 9/19/05

COMMITTEE REPORTS

1. Curriculum Committee
2. Athletic Committee

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INFORMATION & DISCUSSION ITEMS

1. Convention Preview: Dates: 10/26-10/28/05, who will be attending? Mr. DiLemme, Mr. Gore and Ms. Glenn have responded that they are going to attend.
2. Key dates:
 - Curriculum Committee Meeting (Dr. Nicholls, Mrs. Trogdon, Mr. Hirschfeld, Mr. DiLemme & Mr. Sirak)
 - Superintendent's Advisory Committee: 10/10/05, 7 p.m. at MJS
3. 2005-2006 Board Emergency Phone Chain
4. Revised 2005-2006 Board Committee List
5. Revised 20205-2006 Board Committee List
6. Discussion of procedure for Board of Education Members
7. Summer 2005 School Board Highlights
8. Hurricane Katrina donation update
9. Bordentown Historical Society Proposal
10. BCC update
11. BRHS State Student Council candidate
12. Discussion of addition of two pre-school sections at PMS

BOARD & PUBLIC FORUM

EXECUTIVE SESSION

Mr. Gore read the following resolution, seconded by Mrs. Trogdon and unanimously approved at 9:45 p.m.:

WHEREAS, N.J.S.A. 10:4-6, et. seq. (Open Public Meetings Act) provides that the Bordentown Regional Board of Education may exclude the public from that portion of the meeting at which the Board of Education discusses certain matters as set forth in N.J.S.A. 10:4-12; and

WHEREAS, the following subject shall be discussed on this date in a session of the Board closed to the public:

PERSONNEL, REAL PROPERTY, NEGOTIATIONS

NOW, THEREFORE, BE IT RESOLVED that the aforesated meeting is closed to the public for the reasons set forth above, in accordance with the open Public Meetings Act; and

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BE IT FURTHER RESOLVED that the discussion in closed session will be disclosed to the public at such time as it is no longer necessary to maintain the confidential nature of the items discussed.

The Board returned to Open Session at 10:10 p.m.

A motion was made by Mrs. Trogdon, seconded by Mr. Hirschfeld to approve the following (**Item "a" under Staff Personnel, which was originally tabled**):

CBS Instructional Aide positions as follow:

- Ms. Wendy Lawrence, full time, Step 1, \$15,809 prorated, effective September 22, 2005 through June 30, 2006
- Ms. Cathy Tilghman, part time (17 hours per week), Step 1, \$8,268 prorated, effective September 22, 2005 through June 30, 2006

Motion unanimously approved.

A motion was made by Ms. Glenn, seconded by Mr. Hirschfeld to approve the termination of Ms. Natalie Severino from the position of Transportation Coordinator, based on poor performance, excessive lateness and absenteeism. Ms. Severino is being given 30 days notice. Motion unanimously approved.

ADJOURNMENT

A motion was made by Mr. Hirschfeld, seconded by Mr. Gore to adjourn the meeting at 10:14 p.m. Motion unanimously approved.

Respectfully submitted,

Anthony DiLemme
President

Peggy A. Ianoale
School Business Administrator/Board Secretary

