

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

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**Consent Agenda Item

MINUTES - March 18, 2015

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 scheduled meetings were conveyed to the Burlington County Times and the Trenton Times on January 12, 2015. 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. Heberling, Mr. Hartmann, Ms. Brennan, Mr. Roselli, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. **ABSENT:** Mr. Tyler.

Also attending: Dr. Edward Forsthoffer, Superintendent, Mr. Eloi Richardson, School Business Administrator/Board Secretary.
Staff attending: Chris O'Leary, Ray Snook, Kathy Creegan, Liz Brotherton, Barbara Mintzer, and Lisa VanBruggen.
Visitors attending: Hannah Heberling, Dennis & Allison Baker, Jim Brotherton, Joann Dansbury, and Shelly Nelson.

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;

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;

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____ 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 1/7/2015.

E. RECOGNITION/PRESENTATION

1. 2014-2015 Winter All Star Athlete Recognitions
2. BRHS Basketball Team Recognition

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

G. STUDENT REPRESENTATIVES - None

H. UNFINISHED BUSINESS - None

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

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

1. +Motion to approve Travel/Mileage reimbursement requests
2. +Motion to approve Minutes, February 4, 2015 and February 18, 2015; Executive Minutes February 18, 2015
3. +Motion to approve Bill List, February, 2015
4. +Motion to approve Board Secretary/Treasurer Report
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 Director of Curriculum and Instruction Report
9. +Motion to accept District Support Staff Report
10. +Motion to accept Enrollment & Principal Reports:

BRHS	736
BRMS	577
MIS	404
CBS	251
PMS	607
	2,575

ON A ROLL CALL VOTE (Item 1):

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: Mr. Roselli.

ABSTENTIONS: None. ABSENT: Mr. Tyler.

Motion approved by majority.

ON A ROLL CALL VOTE (Item 2):

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

ABSTENTIONS: Mr. Roselli (February 4, 2015 Minutes).

ABSENT: Mr. Tyler.

Motion approved by majority.

ON A ROLL CALL VOTE (Item 3):

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, *Mr. Roselli, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: *Mr. Roselli (Bills List: Parker McCay).

ABSTENTIONS: *Mr. Roselli (Bills List: Continental Fire & Safety, conflicted). ABSENT: Mr. Tyler.

Motion approved by majority (*).

ON A ROLL CALL VOTE (Items 4-10):

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, Mr. Roselli, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Mr. Tyler.

Motion approved by majority.

J. COMMITTEE REPORTS

1. Negotiation Committee Meeting, 3/11/15 - Mr. Steven Heberling, Chair reported there on:

- a. Mr. Joseph Abate, Abate Insurance Agency discussed the current status of the District's benefits/experience; renewal cost numbers are not available at this time.
- b. Mr. Cameron Morgan, BREA Contract Negotiator: Discussed potential topics for upcoming negotiations.

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2. Finance Committee Meeting, 3/16/15 - Mr. Steven Heberling, Chair reported there on:
 - a. Dr. Forsthoffer and Mr. Richardson summarized the proposed tentative budget for the 2015/16 SY.
 - b. The majority of the committee decided to support the budget as presented.
 - c. Board members have recommended obtaining Requests for Proposals on all professional services.

K. SUPERINTENDENT'S REPORT

A motion was made by Mr. Mercantini, seconded by Mr. Roselli to approve the following:

1. Motion to accept HIB Report & Determinations (No Incidents to report at this time)

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

2. Motion to approve a change in date to the Board of Education Meeting of April 22, 2015 to April 29, 2015.
3. Motion to approve adjustment of the 2014-2015 calendar due to inclement weather; snow closing on March 5, 2015. Proposed adjustment to calendar would be to bring students in for a half day on Friday, May 22nd, currently scheduled as a professional development day for staff only.

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

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, Mr. Roselli, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Mr. Tyler.

Motion approved by majority.

L. CURRICULUM REPORTS

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

1. Motion to approve 15 student athletes to participate in an Athletic Leadership Initiative (ALI) for the Burlington County Scholastic League Leadership Summit on May 27, 2015 from 8:30 am - 1:30 pm at the Emergency Services Training Center in Westhampton, NJ. This program has been supported by sponsorships and the cost to the District will be \$2,000. On May 27, 2015 the **Regional Leadership Summit** will be held for 15 student-athletes consisting of 5 sessions, a continental breakfast, lunch, MVP gift bag, and training materials. The **Varsity Leadership Seminar** (which will be scheduled by the Athletic Director) for 100 student-athletes will consist of 2 training sessions of 50 students each on the same day with the Aspire Youth staff. The cost will include training materials for all participants, **Huddle Up** for at least 100 student-athletes (7 consecutive weeks after VLS), on-going virtual training and seven (7) weekly "Game Plans" leadership lessons.
2. +Motion to approve sponsorship of 1 student to attend the American Legions' Girls State Program for 2015 at a cost of \$220.

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ON A ROLL CALL VOTE (Items 1-2):

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, Mr. Roselli, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Mr. Tyler.

Motion approved by majority.

M. PERSONNEL REPORT

A motion was made by Mr. Mercantini, seconded by Ms. Zablow 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 from Ms. Alessandra Rogers from the position of BRHS Assistant Principal, effective immediately. Ms. Rogers has been on leave and her position has been covered.
2. Motion to accept resignation from Ms. Angela Cherill from the position of Fourth Grade Teacher at MIS, effective immediately. Ms. Cherill has been on leave and her class has been covered.
3. Motion to accept resignation from Ms. Tera Russo from the position of Teacher's Aide, effective April 5, 2015. Ms. Russo's last day will be April 2, 2015 due to Spring Break.
4. Be it resolved that the commencement of leave of absence requested by employee #5287, effective February 11, 2015 through approximately March 19, 2015 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.
5. +Motion to approve Ms. Laura Moyer as a long term leave replacement at MIS. Ms. Moyer will be compensated in accordance with the long term leave replacement pay scale from May 6, 2015 through June 22, 2015.
6. Motion to approve Ms. Krista Csapo as a GED/ABE/LA Teacher in the CDA program, effective March 19, 2015, with an hourly salary of \$25/hr.
7. Motion to approve to contract with Mission 1 for a full-time instructional aide due to a recent resignation. This position is needed in order to be in compliance with state code for class size.
8. Motion to approve to contract with Mission 1 for a full time instructional aide due to a newly placed student.

INFORMATION

9. +JOB POSTINGS: BRHS English Teacher leave replacement - MIS Fourth Grade Teacher - Instructor for After-School ESL Program - Stipend Position: Instructor for Summer Basic Skills Program - BRHS Assistant Principal - BRMS Assistant Principal

ON A ROLL CALL VOTE (Items 1-8):

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, Mr. Roselli (with clarification of just to ensure the student receives services), Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Mr. Tyler.

Motion approved by majority.

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N. BUSINESS, FINANCE & OPERATIONS

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

1. +Motion to accept Board Secretary's Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status for February, 2015.
2. +Motion to approve Transfer of Funds.
3. Motion to approve the district to provide shuttle service for the annual Bordentown Street Fair, May 16 & 17, 2015. Northern Burlington Chamber of Commerce is charged a total fee of \$404.80 for one van from 10:00 am to 4:00 pm.
4. Motion to approve a 1:1 Aide for one out-of-district student at Bancroft for the 2014-15 school year at a cost of \$18,656.
5. Motion to approve placement of a homeless student in the CDA Before/After School Program. This request is for a student who currently lives in Allentown and requires supervision until transportation can pick him up. Cost to the district for this service is \$305/month, effective as soon as all paperwork is completed.
6. Motion to approve one out-of-district student at Archway Lower School, effective 3/18/15, with a per-diem tuition of \$186.74.
7. Motion to approve a 1:1 Aide for one out-of district student at Archway Lower School (for motion #6 placement), effective 3/18/15, with a per-diem cost of \$140.00.
8. +Motion to approve submitting an amendment to the 2015 IDEA-Preschool grant. The amendment reflects a transfer of \$25,344 from the Preschool tuition line (20-251-100-5XX) to Professional Services (200-251-200-3XX). This transfer was deemed necessary because the district does not have any children classified as PSD attending out of district schools. There is no change in the entire IDEA- Preschool grant amount of \$25,344.
9. +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 2015-2016 school year.
10. +Motion to submit FY 2015-16 Budget to the Executive County Superintendent, Resolution below:

Resolutions for the FY 2015-16 Budget

- a) RESOLVED, to approve Bordentown Regional School District's tentative budget for the FY2015-16 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	\$ 38,514,504	\$ 27,203,066
Total Special Revenue Fund	\$ 852,536	n/a
Total Debt Service Fund	\$ 3,504,290	\$ 3,280,409
Totals	\$ 42,871,330	\$ 30,463,475

And to advertise said tentative budget in the Burlington County Times newspaper, the Trenton Times newspaper, and the district's website, in accordance with the format suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be scheduled on April 29, 2015, at the Board's normal meeting site in the high school library at 7:00 PM, (unless indicated otherwise), for the purpose of conducting a public hearing on the FY2015-16 budget.

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- b) RESOLVED, to approve transfer a total of \$ \$50,000 in unexpended funds in the Capital Project Fund, from the 2002 new high school/other renovations project, to the Debt Service Fund to offset annual debt service repayments.
- c) RESOLVED, to approve depositing up to \$306,400 into Capital Reserve at budget time to help fund the local share of a construction grant from the NJ School Development Authority.

11. Motion to approve disposal of an obsolete Pressure Seal Folding Machine acquired January 2000 (model # PSI6500 serial #1114014) for salvage value or best offer.

12. Motion to approve the following Joint Agreements payable to Bordentown Regional School District:

a. Northern Burlington Regional School District

(This is a change from previous approval due to a student not attending)
To transport two students to and from Delaware Valley in Hamilton. We will now be transporting only one student to Delaware Valley, Route # 95, effective February 27, 2015.
Adjusted total cost \$10,526.24

b. Burlington City School District

(This is a change from previous approval due to student moving)
To transport one student to and from Captain James Lawrence School, Route # 104, effective March 2, 2015.
Adjusted total cost \$4,475.06.

c. Lumberton Middle School

(This is a change from previous approval due to student moving)
To transport one student to and from Lumberton Middle School, Route # 51-A, effective February 20, 2015.
Adjusted total cost \$11,408.25.

ON A ROLL CALL VOTE (Items 1-9; 11-12):

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, Mr. Roselli, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: None.
ABSTENTIONS: None. ABSENT: Mr. Tyler.
Motion approved by majority.

ON A ROLL CALL VOTE (Item 10):

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: Mr. Roselli.
ABSTENTIONS: None. ABSENT: Mr. Tyler.
Motion approved by majority.

O. POLICY - None

P. 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 made the following comments/inquiries:
 1. Agreed with Mr. Roselli's comments regarding the budget timelines/process.
 2. Inquired on the amount of the "increase".
 3. Announced the Bordentown City's St. Patrick's Day 5K Walk scheduled for 3/21/15.

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4. Inquired on process for filling open Vice Principal position(s).
5. Suggested the Board have budget work sessions in the future.

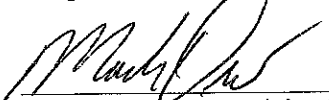
Q. NEW BUSINESS

- Mr. Heberling reported on the NJSBA session, Analyzing & Construction Salary Guides, that he recently attended.
- Mr. Mercantini commented on the Collaborative Review session he recently attended and recommend that it be pursued by the Board; commented on completing the Governance I session for new Board members; commented on a recent CBS PTO meeting he attended and on an outstanding letter read by students at CBS at that meeting.
- Ms. Brennan inquired about collaboration between the Board and the PTO(s) and the Education Foundation.

R. ADJOURNMENT

A motion was made by Mr. Hartmann, seconded by Mr. Roselli to adjourn the meeting at 8:14 p.m.
Motion unanimously approved.

Respectfully submitted,



Mark Drew, President



Eloi Richardson, SBA/BS