

**Board of Education – Bordentown Regional School District**

**Action Meeting Agenda**

**March 16, 2016**

**BORDENTOWN REGIONAL HIGH SCHOOL – LIBRARY  
7:00 PM ~ PUBLIC SESSION**

**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 20, 2016 through December 7, 2016 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 11, 2016.

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;

\_\_\_\_\_ 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 \_\_\_\_\_)

**Board of Education – Bordentown Regional School District**

**Action Meeting Agenda**

**March 16, 2016**

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 1/6/2016.**

\_\_\_\_\_, Board Secretary

**E. RECOGNITION/PRESENTATION**

1. Winter All Star Athlete Recognitions
2. BRHS Basketball Team Recognition
3. **BRHS Wrestler ~ State Qualifier**
4. Winners of the NJM Driving Challenge

**F. STUDENT REPRESENTATIVES**

1. Marisa Scaramuzzo and Emma Stahl – BRHS
2. Sophia Klama – MIS

**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**

**I. CONSENT AGENDA APPROVAL**

1. **+Motion to approve Travel/Mileage reimbursement requests**
2. **+Motion to approve Minutes, February 3, 2016 and Minutes and Executive Minutes, February 17, 2016**

**Board of Education – Bordentown Regional School District**

**Action Meeting Agenda**

**March 16, 2016**

- 3. +Motion to approve Bill List, February, 2016
- 4. +Motion to approve Board Secretary/Treasurer Report, February, 2016
- 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	713
BRMS	616
MIS	413
CBS	236
PMS	579
	2,557

**J. COMMITTEE REPORTS**

- 1. Finance Committee Meeting, March 10, 2016 – Mr. Stephen Heberling, Chair

**K. SUPERINTENDENT’S REPORT**

- 1. **+Motion to accept HIB Report & Determinations:**

School	# of Reports	# of HIB
CBS	<u>2</u>	<u>0</u>
PMS	0	0
MIS	0	0
BRMS	0	0
BRHS	0	0
TOTAL:	<u>2</u>	<u>0</u>

**INFORMATION**

- 2. One eighth grade student to be homeschooled by parent at parent request, effective March 1, 2016.

**L. CURRICULUM REPORT**

- 1. +Motion to approve children of out-of-district staff members to attend BRSD for the 2016-2017 School Year.
- 2. +Motion to approve Jasper T. Daniels, Jr. 2016 Summer Youth Program to use CBS from July 5 – 22, 2016 as has been approved in the past.
- 3. Motion to amend a field trip for MIS, Field day originally approved to be held at BRMS, changed to be held at Liberty Lakes on June 7, 2016. There is no cost to the students or district. Money was contributed by the PTO and parents.
- 4. Motion to approve a field trip for the MIS 5<sup>th</sup> graders on May 25<sup>th</sup> and 31<sup>st</sup> to Fern Brook Farms. There is no cost to the students or district. Money was contributed by the PTO and parents.
- 5. Motion to approve the Princeton Tennis Program to come to BRMS to hold a free instructional tennis camp for the middle school students during the spring semester, after school on Thursdays, effective March 17, 2016. Parents will be required to provide transportation each week.

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. Be it resolved that the commencement of leave of absence requested by employee #5218, effective May 9, 2016 through June 20, 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.
2. Be it resolved that the commencement of leave of absence requested by employee #5499, effective April 4, 2016 through June 20, 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.
3. **Be it resolved that the commencement of leave of absence requested by employee #4791, effective May 9, 2016 through June 20, 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.**
4. **Be it resolved that the commencement of leave of absence requested by employee #5097, effective April 18, 2016 through April 29, 2016 and October 17, 2016 through November 11, 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.**
5. Motion to approve Ms. Traci Redler, BRHS Nurse, to work summer hours in order to process physicals for the Fall Athletic Season. Ms. Redler will be compensated at her hourly contracted rate for approximately 40 hours during the 2016 summer.
6. Motion to approve Ms. Kim Sarnese, BRMS Nurse, to work summer hours in order to process physicals for the Fall Athletic Season. Ms. Sarnese will be compensated at her hourly contracted rate for approximately 20 hours during the 2016 summer.
7. Motion to approve Ms. Dawn Craft to provide 1:1 aide support for a student to attend the BRMS concert, Music in the Parks festival, at Six Flags Great Adventure on May 6, 2016 from 6:45 am to 6:00 pm. Ms. Craft will be compensated at her hourly contracted rate prorated for hours in excess of her typical work day.
8. **Motion to approve Ms. Carol Norton as an emergency Childcare/BSAS sub for CDA, effective March 15, 2016 with an hourly salary of \$12/hr. Ms. Norton is a BRSD staff member so her paperwork is on file. This was approved between meetings.**

INFORMATION

9. **+JOB POSTINGS:** Summer ESL Program Instructor – Summer Basic Skills Program Instructors (multiple positions) – **BRMS LA Teacher Leave Replacement** –

**Board of Education – Bordentown Regional School District**

**Action Meeting Agenda**

**March 16, 2016**

**N. BUSINESS, FINANCE & OPERATIONS**

1. +Motion to accept Board Secretary’s Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status at February 2016.
2. +Motion to approve Transfer of Funds.
3. +Motion to approve registration with WorkNet for after-hours drug and alcohol testing. [Note: There is no fee to register; there is only a charge if we need to send a student to be tested after hours.]
4. Motion to approve resolution for any private school for the disabled that received BRSD children to include the cost of meals provided in the annual tuition rate for the 2016-2017 school year.
5. +Motion to renew participation in NRGCS PowerPay Program with NRG Curtailment Solutions, Inc. for an additional 3 years, effective June 1, 2016 to September 30, 2016. [Note: This provides reimbursement for participation in energy curtailment programs].
6. +Motion to approve Agriculture Lease Agreement with Mr. Stephen Turgy and BRSD to farm the land behind the high school in the amount of \$40 per acre for a total of \$1,000; subject to no use of contaminants to the land.
7. +Motion to contract with Windstream Services for the district’s phone land lines at an estimated minimum monthly fee below our experience with other carrier(s).
8. Motion to approve the district to provide shuttle service for the annual Bordentown Street Fair, May 21 and 22, 2016. Northern Burlington Chamber of Commerce is charged a total fee of \$409 for one van from 10:00 am to 4:00 pm.
9. Motion to approve 1:1 aide for two (2) out-of-district students at MCSSSD, effective 1/5/16 through 6/30/16, with a pro-rated tuition of \$36,075/each.
10. **Motion to approve a maximum district wide travel reimbursement of \$105 per quarter for “regular business travel” to Mr. Zachary Rosario as permitted by Board Policy #9250 and NJAC 6A:23A-7.3(b).**
11. +Motion to submit FY 2016-17 Budget to the Executive County Superintendent, Resolution(s) below:

**Resolutions for the FY 2016-17 Budget**

- a) RESOLVED, to approve Bordentown Regional School District’s tentative budget for the FY 2016-17 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>
<b>Total General Fund</b>	\$ 39,331,732	\$ 27,980,272
<b>Total Special Revenue Fund</b>	\$ 904,764	N/A
<b>Total Debt Service Fund</b>	\$ 3,503,415	\$ 3,256,422
<b>Totals</b>	\$ 43,739,911	\$ 31,236,694

- b) BE IT FURTHER RESOLVED, that the proposed FY 2016-17 budget include an adjustment to the General Fund base tax levy in an estimated amount of \$233,145 to assist in paying for increased health benefits costs; and
- c) BE IT FURTHER RESOLVED, to approve transferring a total of \$ 50,000 in unexpended funds in the Capital Project Fund, from prior years’ completed new high school/other renovations project, to the Debt Service Fund to offset budgeted FY 2016-17 annual debt service repayments; and
- d) BE IT FURTHER RESOLVED, to advertise said tentative FY 2016-17 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 by law; and
- e) BE IT FURTHER RESOLVED, that a public hearing be scheduled on May 4, 2016, 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 FY 2016-17 budget.

**Board of Education – Bordentown Regional School District**

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**O. POLICY**

**P. PUBLIC COMMENTS**

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**Q. NEW BUSINESS**

**R. ADJOURNMENT**