

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
**Consent Agenda Item

MINUTES - May 3, 2017

A. CALL TO ORDER

The Conference Meeting of the Board of Education of the Bordentown Regional School District was convened on the above date at 6:30 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:

Schedule of meetings to be held from January 18, 2017 through January 3, 2018 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 5, 2017.

The notice of this meeting as a public meeting on the FY 2017-18 budget was conveyed to the *Burlington County Times* and the *Trenton Times* on April 12, 2017.

The change in time for this meeting was conveyed to the *Burlington County Times* and the *Trenton Times* on April 27, 2017.

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. Schiano, Mr. Creegan, Ms. Scozzari, Mr. Barman and Mr. Mercantini. ABSENT: Mr. Fausti (Arrived 6:43), Mr. Roselli and Mr. Tyler.

Also attending: Dr. Edward Forsthoffer, Superintendent, Mr. Eloi Richardson, School Business Administrator.

Staff attending: Melanie Stokes, Ann Marie O'Leary, Jackie Chen, C. Kittel, Rob Walder, Kathy Creegan, Shevonne Mennuti, and Dianne Mizerak.
Visitors attending: Jim Brotherton and Michael James.

D. EXECUTIVE SESSION RESOLUTION

Mr. Richardson read the following resolution, accompanied by a motion by Mr. Schiano, seconded by Ms. Scozzari, and unanimously approved [Mr. Roselli, and Mr. Tyler absent] at 6:41pm:

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:

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
*+Consent Agenda Item

MINUTES - May 3, 2017

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 _____)

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);

X 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 2017-2018 Staff);

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 1/4/2017.

The Board returned to open session at 7:09pm.

E. RECOGNITION/PRESENTATION - None

F. STUDENT REPRESENTATIVES - None

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
*+Consent Agenda Item

MINUTES - May 3, 2017

G. 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.

H. PUBLIC HEARING on FY 17-18 BUDGET

1. +PowerPoint of the FY 2017-2018 Budget Highlights

I. PUBLIC FORUM FOR FY 17-18 BUDGET 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**. Please state your name and address for the record.

- Public: - None

- Board:

1. Ms. Scozzari inquired if the budgeted tax levy was at "cap". Mr. Richardson responded in the affirmative.
2. Mr. Fausti inquired on how the proposed funding formula proposals being mentioned would affect BRSD. Dr. Forsthoffer opined that it appears the District would receive more funds.
3. Mr. Heberling inquired on the amount of budgeted SRECs revenues; the extent of Advanced Placement classes; and the meaning the District's 17/18 budget being under the State's Adequacy Budget. Mr. Richardson responded on the SRECs revenue and the Adequacy Budget questions; Dr. Forsthoffer responded on the Advanced Placement classes' question.

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

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

1. +Motion to approve Travel/Mileage reimbursement requests
2. +Motion to approve the 2017/18 Student Teacher Requests/Assignments

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
**Consent Agenda Item

MINUTES - May 3, 2017

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

AYES: Mr. Heberling, Mr. Schiano, Mr. Fausti, Mr. Creegan,
Ms. Scozzari, Mr. Barman, and Mr. Mercantini.

NOES: None. ABSTENTIONS: None. ABSENT: Mr. Roselli and Mr. Tyler.
Motion approved by majority.

K. COMMITTEE REPORTS - None

L. SUPERINTENDENT'S REPORT

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

1. +Motion to accept HIB Report & Determinations

School	# of Reports	# of HIB
CBS	<u>2</u>	<u>1</u>
PMS	0	0
MIS	0	0
BRMS	0	0
BRHS	0	0
TOTAL:	<u>2</u>	<u>1</u>

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

AYES: Mr. Heberling, Mr. Schiano, Mr. Fausti, Mr. Creegan,
Ms. Scozzari, Mr. Barman, and Mr. Mercantini.

NOES: None. ABSTENTIONS: None. ABSENT: Mr. Roselli and Mr. Tyler.
Motion approved by majority.

M. CURRICULUM REPORTS

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

- +Motion to approve children of out-of-district staff members to
attend BRSD for the 2017-2018 School Year (Policy #5118).
- +Motion to approve transportation request for BRHS Teens on
Fire to attend a NJ DOE State Award Recognition for Excellence,
May 17, 2017 to Mercer County Vocational Technical School in
Pennington, NJ.
- +Motion to adopt job description for Occupational Therapist.

ON A ROLL CALL VOTE (Item 1):

AYES: Mr. Schiano, Mr. Fausti, Mr. Creegan, Ms. Scozzari, Mr.
Barman, and Mr. Mercantini. NOES: Mr. Heberling (Except for one
child, (I.M.) moving between schools, PMS to CBS).

ABSTENTIONS: None. ABSENT: Mr. Roselli and Mr. Tyler.
Motion approved by majority.

ON A ROLL CALL VOTE (Items 2-3):

AYES: Mr. Heberling, Mr. Schiano, Mr. Fausti, Mr. Creegan,
Ms. Scozzari, Mr. Barman, and Mr. Mercantini.

NOES: None. ABSTENTIONS: None. ABSENT: Mr. Roselli and Mr. Tyler.
Motion approved by majority.

N. PERSONNEL REPORT

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)

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
*+Consent Agenda Item

MINUTES - May 3, 2017

attesting to no criminal record are in the Superintendent's possession. Staff to whom this resolution applies are noted in **bold print**.

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

1. +Motion to accept Superintendent's recommendations to renew the following staff for the 2017-2018 S.Y. as per attached list:
 - Non-Tenured Teachers - "A"
 - Non-Tenured Administrators - "B"
 - Tenured Administrators - "C"
 - Non-Represented Administrators - "D"
 - Non-Tenured Support Staff - "E" & "H"
 - Non-Represented Support Staff - "E"
 - Tenured Staff - "F"
 - Aides - "G"
2. Motion to accept resignation from Ms. Diana Eline from the position of Science Teacher at BRHS, effective June 30, 2017.
3. Motion to accept resignation from Mr. Keith Muzyka from the position of Preschool Teacher at PMS, effective June 30, 2017.
4. Motion to accept resignation from Ms. Aimee Joy from the position of Librarian at PMS, effective June 30, 2017.
5. Motion to accept resignation from Mr. Donal Masciantoni from the position of District Custodian, effective April 28, 2017.
6. Motion to accept resignation from Mr. Michael Brennan from the position of BRHS Head Boys Varsity Soccer Coach, effective immediately.
7. Motion to approve Ms. Christine Bollinger to work additional hours at CBS to fill in for a medical leave, effective May 1, 2017 through approximately June 5, 2017. Ms. Bollinger is currently a part-time district Aide. She will be paid her hourly negotiated rate for additional hours worked.
8. Motion to approve amendment of leave requested by employee # 5329 through September 1, 2018. Original return date was approved for September 1, 2017.
9. Motion to approve employee #4121 intermittent leave to run concurrent with FMLA and available family illness and personal days for the 2016-17 school year.
10. Be it resolved that the commencement of leave of absence requested by employee #4354, effective May 17, 2017 through June 20, 2017 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.
11. Be it resolved that the commencement of leave of absence requested by employee #4117, effective April 25, 2017 through approximately June 5, 2017 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 Mr. Francis Spence as a long term leave replacement at BRHS, effective May 1, 2017 through June 20, 2017. Mr. Spence will be compensated according to the long term leave pay scale. This was approved between meetings.

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
**Consent Agenda Item

MINUTES - May 3, 2017

- 13. Motion to approve Ms. Alexis Kelly as a student PAC Usher, effective May 4, 2017 at an hourly wage of \$9/hr. for hours worked.
- 14. Motion to approve the following staff members to serve as instructors for the BRMS Summer Program in July, (Monday through Thursday) from 7:45 am - 11:45 am each day. These staff members will be paid through Title I NCLB funds at the conclusion of the program:

Staff Member	Stipend
Susan Gerike- LA (splitting stipend)	\$2500.00
Margaret Blask - LA (splitting stipend)	
Steven Blue - Math (splitting stipend)	\$2500.00
Gilina Jokic - Math (splitting stipend)	
Steve Koch - Social Studies	\$2500.00
Amy Rabenda - Instructional Aide	\$1500.00

INFORMATION

- 15. +JOB POSTINGS: Athletic Trainer - Director of CDA - BRHS
Science Teacher

ON A ROLL CALL VOTE (Item 1):

AYES: Mr. Heberling, Mr. Schiano, Mr. Fausti, Mr. Creegan (Except Abstentions noted below), Ms. Scozzari, Mr. Barman, and Mr. Mercantini. NOES: None. ABSTENTIONS: Mr. Creegan [1.B Non-Tenured Admin: Mr. Sprague, 1.C Tenured Admin: Ms. Sabo, 1.D Non-Represented Admin: Dr. Forsthoffer, 1.F Tenured Staff: Ms. Creegan]. ABSENT: Mr. Roselli and Mr. Tyler.
Motion approved by majority.

ON A ROLL CALL VOTE (Items 2-14):

AYES: Mr. Heberling, Mr. Schiano, Mr. Fausti, Mr. Creegan, Ms. Scozzari, Mr. Barman, and Mr. Mercantini. NOES: None. ABSTENTIONS: None. ABSENT: Mr. Roselli and Mr. Tyler.
Motion approved by majority.

N. BUSINESS, FINANCE & OPERATIONS

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

- 1. Motion to adopt the FY 2017-18 Budget, and attending resolutions below:

Resolutions for the FY 2017-18 Budget

- a) RESOLVED, to approve Bordentown Regional School District's final budget for the FY 2017-18 school year, as summarized below

	Budget	Local Tax Levy
Total General Fund	\$ 40,318,832	\$ 28,841,670
Total Special Revenue Fund	\$ 918,729	N/A
Total Debt Service Fund	\$ 3,242,927	\$ 2,874,360
Totals	\$ 44,480,488	\$ 31,716,030

- b) BE IT FURTHER RESOLVED, that the FY 2017-18 budget include an adjustment to the General Fund base tax levy in an estimated amount of \$300,956 to assist in paying for increased health benefits costs; and

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
*+Consent Agenda Item

MINUTES - May 3, 2017

- c) BE IT FURTHER RESOLVED, that the FY 2017-18 budget include an adjustment to the General Fund base tax levy in an estimated amount of \$837 to assist in increased costs of repaying deferred pension (PERS) benefits; and
 - d) BE IT FURTHER RESOLVED, to approve applying the \$169,345 bond refinancing savings residing in the Debt Service Fund towards FY2017-18 annual bond repayment requirements. [This savings arose from a mid-year FY2016-17 refunding of other outstanding bonds]; and
 - e) BE IT FURTHER RESOLVED, to approve budgeting in FY 2017-18 a withdrawal of \$262,000 from Capital Reserve and to apply the same towards a FY 2017-18 capital project budgeted under Capital Outlay to replace the aging HVAC chiller unit at the Middle School. [The project, at an estimated cost of \$262,000, is designated as an "Other Capital Project" representing expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey student learning standards]; and
 - f) BE IT FURTHER RESOLVED, to approve budgeting in FY 2017-18 a withdrawal of \$75,000 from Maintenance Reserve and to apply the same in support of FY 2017-18 budgeted annual required maintenance costs.
2. +Motion to retain and authorize the District's architect of record, Fraytak Veisz Hopkins Duthie, P.C. (FVHD), to undertake the steps necessary to commence, plan, and manage replacement of the aging chiller (HVAC) at the Bordentown Middle School, planned for FY17/18, including, if deemed applicable, submission(s) of the project details to the New Jersey Department of Education for review and to update the District's Long Range Facility Plan. [Note: The total project cost, inclusive of purchasing and installing the new equipment; removal of the old; architectural and engineering fees; as well as other "soft costs" and contingencies, is estimated at \$262,000; actual costs will be determined substantially via public contract bidding. Targeted substantial completion date is September 1, 2017].
3. Motion, in accord with N.J.A.C. 6:23A-14.1(j), to return to Capital Reserves any unexpended funds previously transferred thereto (per Board Motion in April 1, 2015) to fund the District's required local share of the Regular Operating District (ROD) grant [SDA #: G5-5969 0475-055-14-G2VB] for a partial replacement of the Middle School roof, which project was completed in FY16/17.
4. Motion to approve the following Joint Agreements payable to Bordentown Regional School District:
- BURLINGTON CITY SCHOOL DISTRICT
- a. To transport Burlington City Fan Bus to Toms River High School, March 8, 2017. Total cost \$312.38
 - b. To transport Burlington City Girls Lacrosse to Sterling High School, March 24, 2017. Total cost \$198.07
- ROBBINSVILLE SCHOOL DISTRICT
- a. To transport Robbinsville HS Golf team to Cream Ridge Golf Course, March 21, 2017. Total cost \$154.11
 - b. To transport Robbinsville HS Boys Lacrosse Team to Rumson High School, March 23, 2017. Total cost \$333.25
 - c. To transport Robbinsville HS Girls Lacrosse to Freehold High School, March 23, 2017. Total cost \$234.43
 - d. To transport Robbinsville HS Golf Team to Cream Ridge Country Club, March 30, 2017. Total cost \$158.06

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
*+Consent Agenda Item

MINUTES - May 3, 2017

- e. To transport Robbinsville HS Boys Lacrosse Team to Rancocas Valley, March 30, 2017. Total cost \$251.97

ST. RAPHAEL SCHOOL, HAMILTON

- a. To transport St. Raphael's students to and from Shrine of the Miraculous Medal, Philadelphia and Colonial Bowling Lanes, Lawrenceville, on April 18, 2017.
Total cost \$372.62.

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

AYES: Mr. Heberling, Mr. Schiano, Mr. Fausti, Mr. Creegan, Ms. Scozzari, Mr. Barman, and Mr. Mercantini.

NOES: None. ABSTENTIONS: None. ABSENT: Mr. Roselli and Mr. Tyler.
Motion approved by majority.

ON A ROLL CALL VOTE (Item 4):

AYES: Mr. Heberling [ST. Raphael 4.a only], Mr. Schiano, Mr. Fausti, Mr. Creegan, Ms. Scozzari, Mr. Barman, and Mr. Mercantini.

NOES: Mr. Heberling [Burlington City 4.a & 4.b, Robbinsville 4.a, 4.b, 4.c, 4.d, & 4.e]. ABSTENTIONS: None.

ABSENT: Mr. Roselli and Mr. Tyler.
Motion approved by majority.

O. POLICY

A motion was made by Mr. Fausti, seconded by Mr. Schiano to approve the following:

1. 1st Reading:

- a. +Motion to amend Policy #1120, Board of Education Meetings
- b. +Motion to amend Policy #4113, Assignment: Transfer
- c. +Motion to amend Policy #5111, Admission
- d. +Motion to amend Policy #5118.2, Foster Care and Educational Stability (New Policy and Regulation)
- e. +Motion to amend Policy #5131, Conduct/Discipline
- f. +Motion to amend Policy #5131.5, Vandalism and Violence
- g. +Motion to amend Policy #5134, Married/Pregnant Pupils
- h. +Motion to amend Policy #5141, Health
- i. +Motion to amend Policy #5141.4, Missing, Abused and Neglected Children
- j. +Motion to review Policy #6146.2, Promotion/Retention
- k. +Motion to amend Policy #6164.2, Guidance Services
- l. +Motion to amend Policy #6171.1, Remedial Instruction
- m. +Motion to amend Policy #6171.2, Gifted and Talented
- n. +Motion to amend Policy #6172, Alternative Education Programs

ON A ROLL CALL VOTE (Item 1):

AYES: Mr. Heberling, Mr. Schiano, Mr. Fausti, Mr. Creegan, Ms. Scozzari, Mr. Barman, and Mr. Mercantini.

NOES: None. ABSTENTIONS: None. ABSENT: Mr. Roselli and Mr. Tyler.
Motion approved by majority.

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

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
*+Consent Agenda Item

MINUTES - May 3, 2017

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:

- Mr. Mike James inquired about the bus rate that BRSD charges other districts for transportation. Dr. Forsthoffer responded.

Q. NEW BUSINESS

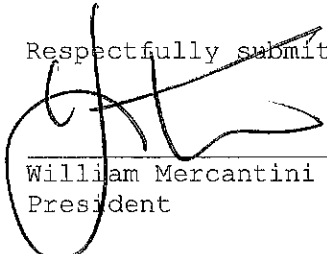
- Mr. Fausti indicated that at TCNJ's recent Celebration of Achievement, students favorably commented on their mentoring experiences with Bordentown Regional School District.

R. ADJOURNMENT


A motion was made by Mr. Heberling, seconded by Mr. Schiano to adjourn the meeting at 8:25 p.m.

Motion approved by majority.

Respectfully submitted,



William Mercantini
President



Eloi Richardson
Board Secretary

