

**MINUTES - April 23, 2008**

**A. CALL TO ORDER**

The **Re-Organization 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 Secretary 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 May 2, 2007 through April 9, 2008 was conveyed to the Burlington County Times, The Register News, and the Trenton Times on May 4, 2007. Adequate notice of this meeting was conveyed on April 1, 2008.

The Secretary will enter this public announcement into the minutes of this meeting.

**B. FLAG SALUTE/SILENT REFLECTION**

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

**C. SWEARING IN OF NEW BOARD MEMBERS AND OATH OF ALLEGIANCE**

Oath of office was administered by the Board Secretary to newly elected Board Members: Ms. Ellen Wehrman (City); Ms. Heather Cheesman (City) was sworn in when she arrived at 7:50 p.m.

**D. ROLL CALL**

The following members answered roll call: Ms. Dansbury, Mr. Gabauer, Ms. Gens, Ms. Wehrman, Ms. Zablow, Mr. Lynch. ABSENT: Ms. Cheesman (arrived 7:50 p.m.)

Also attending were: Dr. Diane DeGiacomo, Superintendent, and Mrs. Peggy A. Ianoale, School Business Administrator/Board Secretary.

Staff attending were: Rob Walder, Mark Damon, Dan Riether, Serena Rosen, Kathy Siegfried.

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Visitors attending were: Maura Parker, M. Hoffman,  
Howard Zablow, Shelly Gallo

**E. RE-ORGANIZATION MEETING BUSINESS**

Information about New Hanover Representation

1. Resolution to Adopt Existing Policies  
A motion was made by Ms. Dansbury, seconded by Mr. Lynch to approve the Resolution to Adopt Existing Policies:  
ON A ROLL CALL VOTE: AYES: Ms. Dansbury, Mr. Gabauer, Ms. Gens, Mr. Lynch, Ms. Wehrman, Ms. Zablow  
NOES: None. ABSTENTIONS: None.  
ABSENT: Ms. Cheesman (arrived at 7:50 p.m.)  
Motion unanimously approved.
2. Nomination & Election of Board Officers
  - a. President  
A motion was made by Ms. Wehrman, seconded by Ms. Dansbury, to nominate Mr. Brian K. Lynch as President. As there were no other nominations, the Board Secretary cast the ballot electing Mr. Lynch as President.  
Motion unanimously approved.
  - b. Vice-President  
The nomination and election of Vice-President was tabled until later in the meeting.
3. Adoption of Board Member Code of Ethics  
A motion was made by Ms. Dansbury, seconded by Ms. Gens, to approve the Adoption of Board Member Code of Ethics.  
Motion unanimously approved.
4. Resolutions:  
A motion was made by Ms. Dansbury, seconded by Ms. Wehrman to approve the following Resolutions:
  - a. **Accept Election Results (pending receipt of certified results)**
  - b. Confirm Existing Contracts & Agreements
  - c. Authorize Check Signing by Machine
  - d. Authorize Board Secretary to sign payroll checks in absence of the Treasurer

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**E. RE-ORGANIZATION MEETING BUSINESS (continued)**

4. Resolutions (continued)

- e. Designate Official Depositories - All Duly Certified Depositories in the State of New Jersey
- f. Designate Bank Account Signers June 2008 to June 2009
  - Board President or Vice President
  - Board Secretary/Business Administrator or Superintendent
  - Treasurer of School Moneys
- g. Establish Regular Meeting Schedule in accordance with Open Public Meetings Act - List is enclosed showing dates for 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays
- h. Designate Official Publications
  - Burlington County Times
  - Register News
  - Trenton Times
- i. Notice of Mailing Fees
- j. Re-Adopt Price of Athletic Passes (per Policy #1315)
  - No Change from previous year
  - \$10.00 - Adults
  - \$ 5.00 - Students
  - Free - Senior Citizens
- k. Appoint Affirmative Action Officers
  - Ms. Peggy Ianoale, BA/BS: Business Contracts
  - Ms. Sandy Ewell: All other matters
  - Building Affirmative Actions Officers
    - BRHS - Ms. Alessandra Montoya
    - BRMS - Ms. Toby Steinhouse
    - MIS - Ms. Gerry Anderson
    - CBS - Ms. Jen Farina
    - PMS - Ms. Betsy Wonderlin
- l. Appoint Providers of Professional Services
  - Solicitor: Stephen J. Mushinski, Esquire  
\$160/hour
  - Treasurer: Mr. Thomas A. Haje (recommnd  
3% increase - \$8,244
  - Physician: David Addis, M.D. (No Change)
  - Auditor: John J. Maley, Jr., CPA,  
\$31,500

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**F. RE-ORGANIZATION MEETING BUSINESS (continued)**

4. Resolutions (continued)

l. Appoint Providers of Professional Services (continued):

- School Alliance Insurance Fund Resolution for Renewal of Membership
- School Alliance Insurance Fund Indemnity and Trust Renewal Agreement
- School Alliance Insurance Fund Resolution Appointing a Risk Management Consultant

m. Appoint Custodian of School Records/Public Agency Compliance Officer:

- Ms. Peggy Ianoale, BA/BS

n. Appoint Integrated Pest Management Coordinator

- Mr. Bill Blatchley, Supervisor of Buildings & Grounds

o. Resolution to Approve Maximum Travel Expenses for the BRSD for 2008-2009 School Year not to exceed \$55,000

p. Board of Education Committees (preceding year's list and a blank list are attached for your use - please consider committees in which you may be interested)

q. Board Member List - update (will be updated after officers & committee members are selected)

Please verify your information on this list

r. Motion to approve ESU for Nursing, Technology and Chapters 192/193 Services (this is for non-public school funds)

ON A ROLL CALL VOTE (items "b"- "r"): AYES: Ms. Dansbury, Mr. Gabauer, Ms. Gens, Ms. Wehrman, Ms. Zablow, and Mr. Lynch. NOES: None. ABSTENTIONS: None. ABSENT: Ms. Cheesman (arrived at 7:50 p.m.)

Motion unanimously approved.

2. Nomination & Election of Board Officers

b. Vice-President (this is the previously tabled motion)

A motion was made by Ms. Gens, seconded by Ms. Dansbury, to nominate Ms. Heather Cheesman as Vice-President. As there were no other nominations, the Board Secretary cast the ballot electing Ms. Cheesman as Vice-President.

Motion unanimously approved.

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REGULAR CONFERENCE MEETING AGENDA

F. PRESENTATION/RECOGNITION

1. Non-Fiction Writing Project: Mr. Rob Walder and Ms. Marianne Chorba
2. Recognition of *Teacher of the Year* Recipients:
  - a. BRHS: Mr. Michael Concurso, Industrial Arts/Technology
  - b. BRMS: Mr. Matthew Derby, Art
  - c. MIS: Ms. Marianne Chorba, 4<sup>th</sup> Grade
  - d. CBS: Ms. Teresa Pappano, Kindergarten
  - e. PMS: Ms. Margaret Rizzo, 1<sup>st</sup> Grade

G. CONSENT AGENDA APPROVAL (R.C.\*)

A motion was made by Mr. Gabauer, seconded by Ms. Gens to approve the Consent Agenda as follows:

0.2. 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.)

W.1.&2. ACCEPTANCE OF REPORTS

Board Secretary's Report  
Treasurer's Report  
List of Bills

X.1. ACCEPTANCE OF ENROLLMENT & FIRE DRILL REPORTS

	<u>ENROLLMENT</u>	<u>FIRE DRILLS</u>
BRHS	766	03/14/08 & 03/14/08
BRMS	494	03/14/08 & 03/31/08
MIS	358	03/04/08 & 03/06/08
CBS	225	03/04/08 & 03/13/08
PMS	537	03/04/08 & 03/14/08
TOTAL	2,380	

X.2. Students Placed Out-of-District

X.3. Homebound Instruction Schedule

ON A ROLL CALL VOTE (0.2.; W.2.; X.1.; X.2.; X.3.):

AYES: Ms. Cheesman, Ms. Dansbury, Mr. Gabauer, Ms. Gens, Ms. Wehrman, Ms. Zablow, and Mr. Lynch. NOES: None. ABSTENTIONS: None. ABSENT: None.

Motion unanimously approved.

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**G. CONSENT AGENDA APPROVAL (R.C.\*) (continued)**

ON A ROLL CALL VOTE (W.1.): AYES: Ms. Cheesman, Mr. Gabauer, Ms. Gens, Ms. Wehrman, Ms. Zablow, and Mr. Lynch. NOES: None. ABSTENTIONS: Ms. Dansbury (bill list includes a check made out to Ms. Dansbury's son). ABSENT: None.  
Motion approved by a majority vote.

**H. PRESIDENT'S REPORT & APPROVAL OF MINUTES**

1. Minutes from 3/5/08 and 3/19/08 were approved at 4/9/08 meeting

**I. PUBLIC FORUM**

No one from the public spoke

**J. ATHLETIC REPORT - Ms. Heather Cheesman**

No report

**K. BUILDINGS & GROUNDS REPORT - Mr. Brian Lynch**

No report

**L. CURRICULUM/STUDENT ACTIVITIES REPORT - Dr. DeGiacomo**

1. Explanation of new process for approving curricula: NJQSAC requires that curriculum is aligned with 2004 CCCSA. We will adopt the curriculum in August after summer work is completed.

**M. FINANCE REPORT**

No report

**N. NEGOTIATIONS REPORT - Ms. Joann Dansbury**

No report

**O. PERSONNEL REPORT - Ms. Kim Zablow**

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

1. **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) 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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**O. PERSONNEL REPORT - Ms. Kim Zablow (continued)**

- a. Motion to accept, with best wishes, resignation of Mr. Matthew Park from the position of Social Studies teacher at BRHS, effective June 30, 2008.
  - b. Motion to approve Mr. Steve Blue to do classroom observation at BRMS in partial fulfillment of college course requirements.
  - c. Motion to accept resignation of Mr. Kevin Galbraith from the position of assistant football coach at BRHS. He will remain with us as a volunteer coach.
  - d. Motion to approve Mr. Frederic Smith as  $\frac{1}{2}$  position as BRHS Assistant Boys Track Coach,  $\frac{1}{2}$  of Step 1, \$1675 prorated (\$837.50) for  $\frac{1}{2}$  a season.
  - e. Motion to approve Ms. Elizabeth Santillo for leave of absence from the position of teacher at BRMS, effective September 2, 2008 through November 25, 2008 as Family Leave Act, unpaid with benefits. She will then take 8 weeks from November 26, 2008 through January 28, 2008, unpaid and without benefits.
  - f. Motion to approve Mr. Joe Palumbo, a TCNJ student, to pursue his guidance counseling services practicum and internship experience with the high school during the 2008-2009 school year. He will be supervised by Ms. Michelle Leusner.
  - g. Motion to approve **Ms. Shenbagavalli Baskaran** as Instructional Aide to Preschool Handicapped Program. This will be 17 hours per week with a salary of Step 1, \$17,017 prorated (\$8,900), and will be effective as soon as paperwork is completed.
  - h. Motion to approve Ms. Rita Ponzio to be upgraded to full time replacement position at BRHS - Business Education (for Mr. Craig Patterson), Step 1 \$44,000 prorated.
- ON A ROLL CALL VOTE: AYES: Ms. Cheesman, Ms. Dansbury, Mr. Gabauer, Ms. Gens, Ms. Wehrman, Ms. Zablow, and Mr. Lynch. NOES: None. ABSTENTIONS: None. ABSENT: None.
- Motion unanimously approved.

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**O. PERSONNEL REPORT - Ms. Kim Zablow (continued)**

INFORMATION:

i. JOB POSTINGS: Summer ESL Program; Extended School Yr. Program Positions; Supplemental Reading Program

2. 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.

**P. POLICY REPORT - Mr. Brian Lynch**

No report

**Q. TECHNOLOGY REPORT - Ms. Joann Dansbury**

No report

**R. SPECIAL EDUCATION REPORT - Ms. Joann Dansbury**

No report

**S. CE/R REPORT**

Mr. Steve Mushinski, district solicitor, will follow up on the letter to Bordentown Township regarding the dissolution of CE/R.

**T. BCC REPORT - Ms. Heather Cheesman**

No report

**U. PTO/PTA/ED.FOUNDATION - Ms. Peggy Gens**

1. MIS PTO Minutes/Agenda - March & April
2. BRMS PTO Minutes - April

**V. SUPERINTENDENT'S REPORT - Dr. Diane DeGiacomo**

1. Budget Defeat Committee: Ms. Peggy Gens, Ms. Heather Cheesman, Mr. Brian Lynch, Mr. Jack Gabauer, Ms. Kim Zablow.



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**W. SCHOOL BUSINESS ADMINISTRATOR'S REPORT - Ms. Peggy Ianoale**

A motion was made by Mr. Gabauer, seconded by Ms. Wehrman 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. Motion to approve Transfer of Funds
4. Motion to approve Travel Logs
6. Motion to approve Joint Transportation Agreements:

- Deptford Township BOE - to transport one student to and from Bancroft Elementary School in Haddonfield, Route #BRSD-BC2, effective September 1, 2007 to June 30, 2008, new corrected amount \$13,860.00
- Pemberton Township BOE - to transport one student to and from Titusville, Route #T1, effective September 1, 2007 to June 30, 2008, new corrected amount \$12,317.54 and to transport one student to and from New Grange School, Route 3V38, effective September 1, 2007 to June 30, 2008, new corrected amount \$12,600.00.
- Mercer County Special Services - to transport one student from Sypek School to Mercer County Special Services School, Route #SYA1, effective September 1, 2007 to June 30, 2008. Total cost \$1,598.40

ON A ROLL CALL VOTE: AYES: Ms. Cheesman, Ms. Dansbury, Mr. Gabauer, Ms. Gens, Ms. Wehrman, Ms. Zablow, and Mr. Lynch.

Motion unanimously approved.

7. Discussion of Cell Tower Landscape Proposal
8. March Completed Work Orders
9. Discussion of Awarding Bid for Athletic Fields Civil Engineer. This bid will be held until resolution of the budget defeat.

**X. STUDENT/PROGRAMS**

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

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**X. STUDENT/PROGRAMS (continued)**

5. Motion to approve Faith, Hope and Charity Club at BRHS
6. Motion to approve BRHS participating in the Burlington County Times Graduates Feature Page.
7. Motion to approve PMS 3<sup>rd</sup> grade field trip to NJ State Police Museum.
8. Motion to approve BRHS/BRMS Band to attend Burlington County Amphi Theater
9. Motion to approve BRHS Teen PEP trip to Mill Road Day Camp. This replaces a previously budgeted and approved Teen PEP retreat. The cost is about ½ of previously approved trip.
10. Motion to approve student to attend MIS for remainder of 2007-2008 School Year.

ON A ROLL CALL VOTE: AYES: Ms. Cheesman, Ms. Dansbury, Mr. Gabauer, Ms. Gens, Ms. Wehrman, Ms. Zablow, and Mr. Lynch. NOES: None. ABSTENTIONS: None. ABSENT: None.

Motion unanimously approved.

**Y. DISCUSSION/INFORMATION ITEMS - Dr. DeGiacomo**

1. MIS Newsletter
2. One Act Play Festival Flyers
3. Invitation to BRHS Theatre Club Awards Night
4. Discussion of Pre-School Program

**Z. NEW HANOVER REPORT**

No report

**AA. STUDENT REPRESENTATIVES - Ms. Jaclyn Gabauer and Ms. Harlee Gallo**

- National Gold for School Spirit in judging
- April 18 - Battle of the Bands raised \$400
- Car Show - May 1<sup>st</sup>

**BB. OLD BUSINESS**

None

**CC. BOARD AND PUBLIC FORUM**

- Art Expo was Impressive (Ms. Gens)
- Ms. Dansbury expressed alarm at the misconceptions in the public about remarks made about the pre-school program and various board members at the high school flea market

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**CC. BOARD AND PUBLIC FORUM (continued)**

- Superintendent Search - Update on timeline
- CE/R - no discussions until after the budget discussion is settled

**DD. EXECUTIVE SESSION**

**Executive Session Resolution:**

Ms. Cheesman read the following resolution, seconded by Ms. Dansbury and unanimously approved at 9:35 pm.

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:

**LITIGATION**

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 10:00 p.m.

**FF. ADJOURNMENT**

A motion was made by Ms. Cheesman, seconded by Ms. Dansbury to adjourn the meeting at 10:00 p.m.  
Motion unanimously approved.

Respectfully submitted,

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Brian K. Lynch  
President

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Peggy A. Ianoale  
School Business Administrator/Board Secretary









