

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

**Action Meeting Agenda**

**June 11, 2014**

**BORDENTOWN REGIONAL HIGH SCHOOL – LIBRARY  
6:00 PM ~ EXECUTIVE SESSION  
7:00 PM ~ PUBLIC SESSION**

**A. CALL TO ORDER**

+Document Provided  
+\*Consent Agenda Item

**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 22, 2014 through December 10, 2014 was conveyed to the *Burlington County Times*, *Register News*, and the *Trenton Times* on January 6, 2014. **The change in time for this meeting was conveyed to the Burlington County Times and the Trenton Times on June 3, 2014.**

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;

**X** 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: BRAA);

\_\_\_\_ 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;

**X** 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: Client Privilege) (If contract negotiation, the nature of the contract and interested party is \_\_\_\_\_)

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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 2014-2015 Non-Renewal 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 1/2/2014.**

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

**E. 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.

**F. RECOGNITION/PRESENTATION**

1. Spring Sports Recognitions
2. 2013-2014 Governor’s Teacher of the Year:
  - BRHS – Mr. Christopher Glenn
  - BRMS – Ms. Paula Mann
  - MIS – Ms. Christin Takacs
  - CBS – Ms. Judie Martin
  - PMS – Ms. Doreen Stettner

**G. STUDENT REPRESENTATIVES**

**H. UNFINISHED BUSINESS**

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

1. \*+Motion to approve Travel/Mileage reimbursement request
2. \*+Motion to approve Minutes, April 30, 2014
3. \*+Motion to approve Student Teacher Requests
4. \*+Motion to approve Substitute List
5. \*+Motion to approve Special Education Student Placements
6. \*+Motion to accept Director of Special Services Report, May 2014
7. \*+Motion to accept District Support Staff Report
8. \*+Motion to accept Director of Curriculum and Instruction Report
9. \*+Motion to accept Enrollment & Principal Reports

BRHS	703
BRMS	567
MIS	404
CBS	250
PMS	607
	2,531

**J. COMMITTEE REPORTS**

1. Policy Committee Meeting, 5/28/14 – Mr. Steven Heberling, Chair
2. Negotiations Committee Meeting, 6/2/14/14 – Ms. Ellen Wehrman, Chair
3. Curriculum Committee Meeting, 6/2/14 – Ms. Ellen Wehrman, Chair
4. Personnel Committee Meeting, 6/4/14 – Mr. Steven Heberling, Chair
5. Buildings and Grounds Committee Meeting, 6/4/14 – Mr. Timothy Hartmann, Chair

**K. SUPERINTENDENT’S REPORT**

1. +Motion to accept HIB Report & Determinations (**Data chart to be updated prior to meeting**)

School	# of Reports	# of HIB
CBS	1	1
PMS	0	0
MIS	0	0
BRMS	<u>3</u>	<u>3</u>
BRHS	0	0
<b>TOTAL:</b>	<b><u>4</u></b>	<b><u>4</u></b>

2. +Motion to accept Bi-Annual HIB Report
3. Motion to approve designating Peter Muschal School as the enrollment destination for any pre-k through 3<sup>rd</sup> grade students generated by the River’s Edge development currently under construction, effective with the start of the 2014-2015 school year.

**L. CURRICULUM REPORT**

1. Motion to approve one 17 year old BRHS student to participate in job shadowing as a post-secondary transition activity. This is a two part internship:
  - a. Monday through Thursday, July 7 through 31, student will intern with Ms. Jan Wilson at PMS as a classroom volunteer assistant in the summer ESL program. (**hours: 9:00-12:00 M-W and 9:00-2:00 Thursdays**)
  - b. Fridays, July 11, 18, 25 and August 1, student will job shadow at **Acme** Supermarket and will be supported by a job coach that the district will contract through the Educational Services Unit (ESU). (hours: 8:30-3:00 each day)

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2. +Motion to approve BRHS 2014 Summer SAT Preparation Course
3. Motion to approve one out-of-district staff member's child to attend Bordentown Regional Middle School as a 6<sup>th</sup> Grader for the 2014-2015 school year.
4. +Motion to approve Summer Curriculum Writers, compensation rate per negotiated agreement, \$35.89/hr.
5. +Motion to approve pilot after school program at BRMS, "Girls on Track", at no cost to the district, September through November. Volunteer coaches will be Ms. Cristy Ortu, Ms. Amy Rabenda and Ms. Dawn Patterson.
6. Motion to approve a field trip for 20-25 BRHS track athletes in May, 2015 to participate with the local police department, fire department and EMTs in the Torch Run for the Opening Ceremonies of the Special Olympics. Runners will run from Shop Rite of Bordentown to Mansfield Township where the torch will be handed over to Mansfield Police. The cost of the trip will be \$51.40, \$2.57 per student.
7. +Motion to approve adoption of new textbooks, *Larson Geometry Common Core*, published by Houghton Mifflin Harcourt Publishing Company, BRHS Geometry.
8. +Motion to approve adoption of new textbooks, *Avancemos 3*, published by Houghton Mifflin Harcourt Publishing Company, BRHS Spanish III.
9. +Motion to approve adoption of new textbooks, *Glencoe Math*, published by McGraw Hill, BRMS Math (6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade)
10. +Motion to approve and submit to the State, the Bilingual/ESL Three Year Program Plan for school year 2014-2017.
11. +Motion to approve the signing and sending of a letter of intent to participate in the State Digital Readiness for Learning & Assessment Project (DRLAP).

### M. 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) 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 approve revised job description for Personnel Office and Administrative Support to Curriculum Director. This will become a confidential secretarial position and will no longer be part of the BREA.
2. Motion to establish position of Maintenance Mechanic Substitute at a rate of \$20 per hour, effective July 1, 2014 to retain as needed [Position's responsibilities are the same as existing for permanent Maintenance Mechanic].
3. Motion to accept resignation due to retirement from Ms. Kathy Moscatiello from the position of Aide, effective July 1, 2014.
4. Motion to accept resignation from Mr. Chad Looney from the position of Aide, effective July 1, 2014.
5. Motion to accept resignation from Ms. Jennilynn Rackison from the position of Aide, effective June 5, 2014.
6. **Motion to accept resignation from Ms. Patricia Lee from the position of part-time nurse at PMS, effective July 1, 2014.**
7. +Motion to approve an additional technology support staff position for 2014-2015 to accommodate the addition of a considerable amount of new wireless access points, Chromebooks, iPads, desktops, SmartBoards, PARCC testing, etc. This will be a full time position plus benefits with a 12 month salary of \$47,800.
8. Motion to approve Ms. Helen (Nell) Geiger for 30 hours during the summer to write a Suicide Prevention Curriculum as mandated by a recent state law. Ms. Geiger will be compensated per negotiated agreement, \$35.89/hr.
9. Motion to approve Ms. Christina D'Antoni for 10 days during July and August to continue planning for two new classes: one at BRMS and one at BRHS. Compensation is in accordance with the negotiated agreement and Ms. D'Antoni's per diem rate, \$39.31/hr, pro-rated for hours actually worked.

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- 10. Motion to approve Ms. Toby Sebelist, guidance counselor at BRMS and student of Rowan University, to complete 70 hours of field experience toward her ESL certification in Bordentown Regional School District from September 2, 2014 through December 17, 2014. Ms. Sebelist plans to complete these hours during her lunch period and in after-school and night programs.
- 11. +Motion to approve Mr. David Misselhorn as long term leave replacement at the Bordentown Regional High School as Interim Vice Principal, effective July 1, 2014 through July 1, 2015, with a salary of \$83,500.
- 12. +Motion to approve Ms. Katie Schuh as a long term leave replacement at BRHS as a Health/PE Teacher for the 2014-2015 school year. Ms. Schuh will be compensated at Step 1, BA, with a salary of \$50,982.
- 13. +Motion to approve **Ms. Megan Jonigkeit** as a long term leave replacement at MacFarland Intermediate School. Ms. Jonigkeit will be compensated in accordance with the long term, per diem substitute pay scale effective 9/2/14 through 1/23/15. After 90 working days, approximately 1/26/15, she will be compensated at Step 1, BA with a pro-rated salary of \$50,982 through 6/22/15.
- 14. +Motion to approve Ms. Megan Sauerbaum as a long term leave replacement at MacFarland Intermediate School. Ms. Sauerbaum will be compensated in accordance with the long term, per diem substitute pay scale effective 9/2/14 through 1/23/15. After 90 working days, approximately 1/26/15, she will be compensated at Step 1, BA with a pro-rated salary of \$50,982 through 6/22/15.
- 15. +Motion to approve **Ms. Jessica Nuzzo** as a French Teacher for BRHS, effective 9/1/14, Step 1, BA, with a salary of \$50,982.
- 16. +Motion to approve CDA 2014-2015 summer employees per attached list.
- 17. Motion to approve Ms. Sandy Ewell's (CDA Director) 2014-15 salary of \$76,701, inclusive of longevity, as presented in CDA's approved 2014-15 budget, with other CDA administrative staff's salaries adjusted in conformity with the negotiated BREA contract, per past practice.
- 18. Motion to approve the following employees for summer employment for the 2014 Extended School Year program. Staff will be compensated at their per diem rate, pro-rated for hours actually worked each day.

**DRIVERS**

Vicky Cesaretti	Pat Kiernan
Don Conover	Lisa Krzywicki
Patti Dixon	Yolette Labissiere
Donna Gresko	Pat Mellor
Cheri Helsel	Justine Perry
Harry Hinkle	Jane Porter-Bond
Nancy Houston	Dawn Scheideler
Cheryl Jones	Bev Ward

**AIDES**

Barbara Anama  
 Tammy Anderson  
 Tonya Dixon  
 Maryellen Gibbs  
 Cody Hinkle  
 Uthara Parthasarathy  
 Shannon Ramirez  
 Theresa Santiago  
 Cathy Tilghman  
**Barbara Hoffner**

**SUBSTITUTE AIDES**

Jessica Kotelnicki  
 Lindsay Marion  
 Carol Muhler

- 19. Motion to approve the following students for summer Buildings and Grounds positions at a rate of \$9.00/hr for all hours worked, Monday through Friday, 8:00 am – 2:15 pm (includes a 45 min. paid lunch):

Robert Gallo	Nicole Weaver
Danielle Kraemer	Ethan Schuck

- 20. **Motion to approve Ms. Jan Wilson as an academic tutor for a student whose IEP requires supplemental instruction, July 7 through July 31. Ms. Wilson will be compensated at her per diem for hours actually worked. Service will be on the following schedule:**

**Monday, Tuesday, and Thursday 12:15-3:15**  
**Wednesday 12:15-2:15**

- 21. **Motion to approve compensation for the following staff members for the SAT Prep Class, Jodi Glenn; Christopher Glenn; Matthew Gens. Compensation is in accordance with the SAT Prep Class approval.**

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22. Motion to authorize the Chief School Administrator to hire any and all required personnel between regularly scheduled Board meetings in June, July and August, to be ratified at the next scheduled meeting, in order to avoid the possibility of losing candidates to other districts.

### INFORMATION

23. +2013-2014 Tuition Reimbursements

24. **+JOB POSTINGS:** BRHS Mathematics Teacher, maternity leave replacement – BRHS French Teacher – BRHS Earth Science Teacher – BRMS Mathematics Teacher – Full-Time 2<sup>nd</sup> Shift Custodian – BRSD Summer Curriculum Writers – Special Services ESY Program, Teacher of the Deaf – Special Services H.S. Resource Teacher – Special Services M.S. Resource Teacher – Special Services MIS Severe Learning (2) Teachers – Special Services PMS Teacher of Autism – Special Services PMS Pre-School Teacher – Special Services Preschool Coordinator (stipend position) – **PMS Part-time Nurse – PMS Elementary Teacher** –

## **N. BUSINESS, FINANCE & OPERATIONS**

1. Motion to approve Phase I of CBS playground renovations project as presented by the CBS Ecological School Yard Committee (a sub-committee of the CBS' PTO) to the Buildings and Grounds Committee and to authorize the Board's funding of a portion of such project cost consisting of the curb and/or raised bed areas at an amount not to exceed \$2,000, with the remainder of the project to be funded by the Committee.
2. Motion to approve retaining EIRC for a contract period of three years commencing on completion of contract signing with them, to manage the marketing and processing of any potential advertising on the District's school buses, with any net revenue therefrom shared on a pro-rata basis of 55% to the District and 45% to EIRC.
3. +Motion to award a contract in an amount TBD to D&S Abatement as the lowest responsible bidder for the asbestos abatement project at CBS during summer 2014. [16 inquiries were received, with 11 proposals submitted]
4. +Motion to revise the contract with Westchester Environmental, Board approved March 19, 2014, to manage the asbestos remediation project at CBS, from a cost initially expected not to exceed \$3,550 to a revised cost not to exceed \$5,550, primarily due to an expected increase in time from 5 to 8 days for removal of contaminated materials. [This revised proposal of \$5,550 is still materially lower than the next lowest proposal of \$9,420 received].
5. Motion to withdraw up to \$55,000 from existing Maintenance Reserve if deemed necessary to help fund maintenance activities, pending any insurance reimbursement, and to restore any unspent funds back to Maintenance Reserve at the earliest opportunity.
6. Motion to procure goods and services utilizing State contract with Tequipment Incorporated (Library supplies/school supplies/teaching aids) and with any other state approved contractors during the FY2014/2015 when deemed cost justified.
7. Motion to deposit a combined total of up to \$315,000 into Capital Reserve and/or Maintenance Reserve, if determined to be prudent given the need for long term financial planning and budgeting, as permitted by N.J.S.A. 18A:7F-41/N.J.A.C. 6A:23A-14-3.
8. +Motion to renew the dental benefits program with Horizon Dental for FY14-15, for an average 4.0% rate increase versus 5.0% the prior year. [Estimated gross premiums based solely on current staff and coverages would be approximately \$210,000].
9. +Motion to approve acquiring Student Accident Insurance renewal positions from QBE Insurance Corporation for School Year 2014-15, Volunteer Policy Renewal effective September 1, 2014:
  - a. Basic Interscholastic Policy Renewal Premium \$6,449 (Prior year \$6,153).
  - b. Catastrophic Policy Renewal Premium \$2,724 (No increase).
10. +Motion to approve acquiring general and automobile liability; property; workers' compensation; and school leaders' errors and omissions insurance coverage for July 1, 2014 to June 30, 2015, as follows:
  - a. Through School Alliance Insurance Fund (general and automobile liability; property; workers' compensation): Premiums—\$505,646 (\$472,630 prior year)

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- b. Through New Jersey Schools Insurance Group (school leaders' errors and omissions): Premiums—  
\$54,601 (\$48,780 prior year)
- 11. +Motion to renew membership in the School Alliance Insurance Fund (a joint insurance fund), for the period July 1, 2014 to July 1, 2017 and to appoint the School Business Administrator (Mr. Eloi Richardson) as the District's representative Fund Commissioner, with authorization to execute all required documents attendant to membership in this joint insurance fund.
- 12. +Motion to submit an application to the Mid-Atlantic Dairy Association, Inc. for a potential monetary grant not to exceed \$7,000 "...to support the District's activities in continually promoting 8-ounce bottled milk on the main meal line and ala carte...". Funding shall be used toward the purchase of new milk cooler equipment, point of sale service programs, signage packages, or other pre-approved investments. The grant term begins on September 1, 2014 and automatically ends September 1, 2018.
- 13. +Motion to renew service contract with LandTech, to provide grooming/maintenance of the high school turf field, at a cost of \$5,800 (no increase from prior year)
- 14. Motion to approve the district to provide transportation for a trip for Goddard School on Crosswicks Road to Scottish Rite Building on Dunns Mill Road, Bordentown, on June 27, 2014. Goddard will be charged \$24.61 for this service. This will be our second year providing this service.
- 15. Motion to approve the following Joint Agreement for Bordentown Regional School District:
  - a. Burlington City School District (Revenue to BRSD)  
(This is a change from a previous approval on April 30, 2014 due to a student not attending school anymore. Approval was for a total cost of \$5,341.74 for the school year.) To transport one student to and from Wilbur Watts School, Burlington, Route # 104, effective April 7, 2014 to May 16, 2014, Total cost \$2,827.98 (\$104.74 per day).
  - b. Willingboro School District (Revenue to BRSD)  
(This is a change from a previous approval on April 30, 2014, due to students not attending school anymore. Approval was for a total of \$5,910.30 for the school year) To transport two students to and from Bordentown High School and MacFarland School, Route #96, effective March 17, 2014 to May 23, 2014, Total cost \$4,298.40
  - c. Burlington Township School District (Payments by BRSD)  
(This is a change from a previous approval on December 11, 2013 due to a change in the run. Approval was for a total cost of \$16,105 for the school year.) To transport one Bordentown Regional School District student to and from Eden Autistic School in Princeton, Route #BT5, effective September 1, 2013 to June 30, 2014; the District is now only paying one half of the cost.
- 16. **+Motion to approve Joint Transportation Agreement for Special Education Summer Schools, Public, Non-Public and Vocational schools, and Special Education Winter Bus Routes for the 2014-2015 school year. No cost to the district.**
- 17. **Motion to approve the following Joint Agreement payable to another school district:**
  - a. Pemberton School District  
**To transport one student from Katzenback School in Trenton, Route KATZ, effective February 7, 2014 to June 30, 2014, Total cost \$908.58.**
- 18. Motion to approve services provided by Eden Autism Services to Bordentown School District to provide in-home behavior therapy for one out of district student for the 2014-15 school year. The service will be for two (2) hours per week at a cost of \$105/hr.
- 19. Motion to approve services provided by Robert Fitzgerald to Bordentown School District for Orientation and Mobility services for one student at a cost of \$4,250 for the 2014-15 school year.
- 20. Motion to approve services provided by Solid Ground Pediatric Physical Therapy, LLC to provide physical therapy services to students for the Extended School Year Program, 2014 at a cost of \$70/hr.

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21. **Motion to approve services between Preferred Home Health Care & Nursing Services and Bordentown Regional School District to provide nursing services for 8 hours a day to one student at a rate of \$50 per hour by a LPN or \$55 per hour by an RN, July 1, 2014 through June 30, 2015.**
22. Motion to approve BRSD to continue membership in the Burlington County Crisis Response Team for 2014-2015 at a membership fee of \$575.
23. **+Motion to approve agreement for services of a School Resource Officer in conjunction with the Bordentown Township municipality, at a prorated cost to the District of \$30,000 July 1, 2014 through June 30, 2015. (no increase from prior year)**

**INFORMATION:**

24. **District submitting Extraordinary Aid application to NJ Department of Education for reimbursement of \$484,196 of eligible FY13/14 special education costs above statutory thresholds. Actual award will be based on available funds vs. number of applications**

**O. POLICY**

**1. 1<sup>st</sup> Reading**

- a. +Motion to introduce Policy # 3251, Advertisements on School Buses
- b. +Motion to introduce Policy # 4119.26/**4219.26**, Electronic Communication
- c. +Motion to amend Policy # 5113, Attendance/Absence
- d. +Motion to amend Policy # 5131.6, Substance Abuse
- e. +Motion to amend Policy # 5141, Health/AED Usage (Janet's Law Athletics Protocol)

**P. INFORMATION ITEMS**

**REMINDERS:**

1. Senior Class Night, 6/17/14, 6:00 pm in the PAC
2. BRHS Graduation 6/18/14, 6:00 pm in the PAC
3. BRMS 8<sup>th</sup> Grade Promotion, 6/19/14, 6:00 pm in the PAC
4. Last day for students, 6/19/14
5. US Army Band to perform in the PAC, 7/2/14
6. Fireworks display in Joseph Lawrence Park, 7/3/14

**Q. PUBLIC COMMENTS**

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.

**R. NEW BUSINESS**

**S. ADJOURNMENT**