

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
**Consent Agenda Item

MINUTES - January 20, 2016

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 11, 2016. 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. This included a remembrance to the past, present, and future members of our armed services and their families.

C. ROLL CALL

The following members answered roll call: Mr. Heberling, Mr. Fausti, Mr. Schiano, Mr. Tyler, Mr. Roselli, Mr. Creegan, Mr. Mercantini, and Mr. Drew. **ABSENT:** Ms. Zablow.

Also attending: Dr. Edward Forsthoffer, Superintendent, Mr. Eloi Richardson, School Business Administrator/Board Secretary.
Staff attending: Michelle Leusner, Peggy Goldenbaum, Joy Odri, Colette Campellone, Gloria Gorish, Amy Rabenda, Rebecca Jacobsen, Lisa Muolo, Connie McMillin, Kevin Wright, Erica Wright, Jackie Chen, Melanie Stokes, Dawn Rossell, Leona Stanton, Dawn Medici, Tammy Anderson, Carol Muhler, Jessica Borek, Kimberley Walker, Yolette Labissiere, Mary Lynn Morino, Bonnie Meyers, Danielle Bond, Adrienne Sigler, Pam Poole, Greg Poole, Tom Ridolfi, Christina Takas, Nancy Bender, Wendy Mangene, Gail Katz, Allison Maxwell, Donna Shipman, Doug Corbin, Liz Bretherton, Sue Ognibene, Christina Kittel, Valerie Scott, Karyn Fitzsimmons, Debbie McKown, Larry Larned, Lisa Hudik, Stephanie Kohnke, Lisa Van Bruggen, Barbarann Mazza, Ann Marie O'Leary, Mike Brennan, Justine Perry, Matt Derby, Michele Brennan, Tara Planas-Borgstrom, Liz Mitchell, Lori Boberg, Doreen Stettner, Michelle Quigley, M. Fecher, Cheryl Helsel, Dianne Mizerak, Marissa Crowell, Ray Snook, Dawn Patterson, Shelly Gallo, and Chris O'Leary.
Visitors attending: Tera Russo, Jim Brotherton, Mae Hamilton, Gary Bender and Ken Gallo.

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: _____);

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ON A ROLL CALL VOTE (Items 3-4; 8):

AYES: Mr. Heberling, Mr. Fausti, Mr. Schiano, Mr. Roselli (All Ayes except noted below), Mr. Tyler, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: Mr. Roselli (Item 3: December 2015 Bills List p.11 PO#16-00269, \$1300 Board Member Travel Expense, NJSBA Convention).

ABSTENTIONS: None. ABSENT: Ms. Zablow.

Motion approved by majority.

J. COMMITTEE REPORTS

1. +Board of Education Standing Committee Appointments, 2016
2. Finance Committee Meeting, 1/13/16 - Mr. Stephen Heberling, Chair reported that the Finance Committee interviewed the brokers of record to provide medical insurance services and recommended Brown & Brown to provide such brokerage services to the district (see agenda item #N-4).

K. SUPERINTENDENT'S REPORT

1. No HIB incidents to report at this time.

INFORMATION:

2. +Thank you letter for donation of a Wurlitzer Piano to Clara Barton School
3. Dr. Forsthoffer recognized the Business Office staff for a thorough job in contributing to the District's annual audit; no findings.
4. Dr. Forsthoffer recognized and thanked the Board for their public service.

L. CURRICULUM REPORTS

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

1. Motion to approve the BRHS PANDA Club to go on a field trip February 10, 2016 to Cooper University Hospital TIPP, Traumatic Injury Prevention Program. Approximately 20 students will be in attendance at a cost of \$197.50 for transportation charged to the Student Activity Account.
2. Motion to approve approximately 8-10 BRHS students and one chaperone to go to Burlington City High School to take the ASVAB test, a graduation requirement, on January 12, 2016. There is no cost to the district for this trip. (approved between meetings)
3. +Motion to approve BRHS 2016 Summer SAT Preparation Course.
4. +Motion to amend dates of the BRHS senior trip originally scheduled for April 19, 2016 to April 23, 2016. The new dates are April 20, 2016 to April 24, 2016

ON A ROLL CALL VOTE (Items 1-4):

AYES: Mr. Heberling, Mr. Fausti, Mr. Schiano, Mr. Roselli, Mr. Tyler, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Ms. Zablow.

Motion approved by majority.

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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.

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

1. Motion to accept resignation of Ms. Sarah Buller from the position of Elementary Teacher at MIS, effective as soon as position is filled.
2. Motion to accept resignation of Mr. Charles Gould from the position of district bus driver, effective February 1, 2016.
3. +Motion to approve Ms. Renata Schipsi as a bus driver, no benefits, 20 hrs/wk., Step 1 with a pro-rated salary of \$16,655, effective January 21, 2016. This replaces a resignation.
4. +Motion to approve Ms. Jeanne Collas as a bus driver, no benefits, 20 hrs/wk, Step 1 with a pro-rated salary of \$16,655, effective February 1, 2016. This replaces a resignation.
5. +Motion to approve Ms. Dorrie Brumbaugh as a bus aide for the transportation department, no benefits, 20 hrs/wk, Step 1 with a pro-rated salary of \$11,674, effective January 21, 2016. This replaces a resignation.
6. +Motion to approve Ms. Rosemarie Rose, a part-time custodian, as a full-time night custodian, Step 1 with a pro-rated salary of \$33,498 (\$32,791 base + \$707 night stipend), effective January 21, 2016. Ms. Rose will receive a Black Seal License stipend of \$928 when license is acquired. This replaces a transfer due to a resignation.
7. Be it resolved that the commencement of leave of absence requested by employee #5541, effective December 17, 2015 through approximately February 1, 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.
8. Motion to approve Mr. Michael Montalto to teach an additional class, Music Theory, for semester 2 at a compensation of \$4,498.45, at BRHS.
9. Motion to approve Ms. Donna LoBianco, a district employed aide, to work as a home instructor for a student of MIS for up to 10 hrs/wk of home instruction for approximately 2-3 weeks. Ms. LoBianco will be compensated at \$35.89/hr. for hours worked.

INFORMATION

10. +JOB POSTINGS: Part-time Transportation Bus Aide - Full-time MIS 4th Grade Teacher - Network Technician - PMS Elementary Teacher leave replacement

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

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

ON A ROLL CALL VOTE (Item 9):

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

N. BUSINESS, FINANCE & OPERATIONS

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

1. +Motion to accept Board Secretary's Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status at December 31, 2015.
2. +Motion to approve Transfer of Funds.
3. +Motion to award a contract to Administration Software Applications, Inc. (ASAP) to provide on-line registration and data management services to CDA at a cost of \$430 per month (annualized of \$5,160 if paid in installments or \$4,500 if paid lump sum), plus a one-time initial set-up/conversion fee of \$1,000, effective January 22, 2016. NOTE: This would replace the existing technology/service (EZ-Care) that is incompatible with the District's current Office 365 cloud based email and, moreover, is built on a technology (FoxPro) that is no longer being maintained by its vendor. The ASAP selection is based on quote solicitations and demonstrations of ability to most effectively meet CDA's operational needs.
4. Motion to award a contract to Brown and Brown Metro, Inc. ("Brown and Brown Insurance") as Broker of Record for medical and dental insurance for twelve months, commencing March 1, 2016 at an agreed annual fee of \$56,000 for all services, based on "price and other factors" under a Request for Proposal (RFP) issued in November 2015, which generated five submissions.
5. Motion to accept the FY 2014-15 Comprehensive Annual Financial Report, "CAFR". (Note: There were no reported audit findings, hence no corrective action plan is needed)

ON A ROLL CALL VOTE (Items 1 and 5):

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

ON A ROLL CALL VOTE (Items 2-4):

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

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O. POLICY - NoneP. BOARD and PUBLIC FORUM - None

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:

1. Accompanied by other colleagues standing in unison, the following BREa members expressed their concerns; personal experiences; and settlement viewpoints regarding the current status of BREa contract negotiations: Rebecca Jacobsen, Liz Mitchell, Donna Shipman, and Amy Rabenda. [Mr. Heberling left meeting at 7:46pm preceding Ms. Rabenda]
2. Mae Hamilton expressed her support and appreciation for district teachers.

Q. NEW BUSINESS - NoneR. ADJOURNMENT

A motion was made by Mr. Mercantini, seconded by Mr. Roselli to adjourn the meeting at 7:50 p.m.

Motion approved by majority.

Respectfully submitted,

Mark Drew
PresidentEloi Richardson
SBA/BS

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