

BORDENTOWN REGIONAL HIGH SCHOOL – LIBRARY
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 23, 2013 through December 11, 2013 was conveyed to the *Burlington County Times*, *Register News*, and the *Trenton Times* on January 4, 2013.

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 _____)

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 1/2/2013.

_____, 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** minutes. Please state your name and address for the record.

F. RECOGNITION/PRESENTATION

1. Congratulations to BRMS 7th Graders Mini Model Congress and Battle of the Books Students unable to attend May 8, 2013 BOE Meeting
2. +Congratulations to PMS students published in City Kidz World Journal
3. Congratulations BRHS Thespians

G. STUDENT REPRESENTATIVES

Liana Beharrysingh

H. UNFINISHED BUSINESS

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

1. *+Motion to approve Bill List
2. *+Motion to approve Minutes 3/21/13, 4/3/13, and 4/17/13
3. *+Motion to approve Travel/Mileage reimbursement request
4. *+Motion to approve Board Secretary/Treasurer Report
5. *+Motion to approve Substitute List
6. *+Motion to accept Special Education Student Placements

7. *+Motion to accept Director of Curriculum and Instruction Report
8. *+Motion to accept District Support Staff Report
9. *+Motion to accept Director of Special Services Report
10. *+ Motion to accept Enrollment & Principal Reports

BRHS	703
BRMS	537
MIS	393
CBS	256
PMS	<u>610</u>
	2,499

J. COMMITTEE REPORTS

1. Buildings and Grounds Committee Meeting 5/21/13 – Tom Potts, Chair

INFORMATION

2. +Curriculum Committee Meeting 5/16/13 – Peggy Gens, Chair (Committee Report to be presented 6/12/13)

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	0	0
PMS	0	0
MIS	2	2
BRMS	1	1
BRHS	<u>2</u>	<u>2</u>
TOTAL:	<u>5</u>	<u>5</u>

3. +BRHS Class of 2014, Post Graduation Plan Survey

REMINDERS:

1. BRHS Class Night, Wednesday, June 19, 2013, 6:00 pm
2. BRHS Graduation, Thursday, June 20, 2013, 6:00 pm
3. BRMS 8th Grade Graduation, Friday, June 21, 2013, 6:00 pm

L. CURRICULUM REPORT

4. Motion to approve amendment of BRMS Team FAD/Impact Club field trip, originally approved to Island Beach State Park, change to Popcorn Zoo. The cost of this field trip to students will be approximately \$6 per student, planned for June 5, 2013
5. +Motion to approve BRHS field trip Proposals for 2013-2014 school year

INFORMATION

6. +Statement of Assurance from the County Office to Operate Summer School 2013
7. **Due to inclement weather forecast, PMS 3rd grade field trip to the Philadelphia Zoo on 5/23/13 is postponed until 6/3/2013**

M. PERSONNEL REPORT

Appointments, Per Superintendent's Recommendation:

Resolution: Criminal History Check

ALL BREA SALARIES AND STIPENDS WILL BE PAID AT 2011-2012 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. Motion to accept resignation of Ms. Kristin Dougherty from the position of math teacher at BRMS effective July 1, 2013
2. Motion to accept resignation due to retirement of Mr. James Pippitt from the position of custodian, effective July 1, 2013
3. Motion to accept resignation of Ms. Laurie Knab from the position of ESL teacher at MIS effective July 1, 2013
4. +Motion to approve Mr. Carlos Villanueva as full time day custodian, Step 10 custodial, with a prorated salary of \$38,753, effective May 13, 2013. This replaces a current vacancy.
5. Be it resolved that the commencement of the leave of absence requested by employee # 5310, effective June 4, 2013 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 continued payment of all required health care contributions in accordance with Board policy and applicable law.
6. Be it resolved that the commencement of the leave of absence requested by employee # 4750, effective September 6, 2013 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 continued payment of all required health care contributions in accordance with Board policy and applicable law.
7. Be it resolved that the commencement of the leave of absence requested by employee # 5053, effective September 4, 2013 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 continued payment of all required health care contributions in accordance with Board policy and applicable law.
8. Be it resolved that the commencement of the leave of absence requested by employee # 5218, effective September 4, 2013 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 continued payment of all required health care contributions in accordance with Board policy and applicable law.
9. **Be it resolved that the commencement of the leave of absence requested by employee # 5291 previously approved to commence on February 28, 2013 is hereby revised and approved to commence on February 9, 2013 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 continued payment of all required health care contributions in accordance with Board policy and applicable law.**
10. Motion to approve Lindsay Johnson, a student of Bloomburg University, to complete 40 hours of classroom observation experience at PMS under the supervision of Ms. Stokes and Ms. Rosenberg
11. Motion to approve Barbara Kolpack-Hoffer (1:1 instructional aide) to assist at the BRHS Prom on June 7, 2013, 7:00 pm through 11:00 pm. Compensation will be \$80.50 (5.0 hours x \$16.10 hourly rate)
12. 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 May 8, 2013 SAT Prep Class approval
13. +Motion to approve Student Teachers for 2013-2014
14. +Motion to approve CDA 2013-2014 summer employees per attached list.
15. Motion to approve the following personnel to work in the summer Supplemental Reading Program which will operate 4 hours per day, 4 days per week, Monday through Thursday, July 1, 2013 through July 31, 2013 (with the exception of July 4th and 5th):
Reading Program: 3 teachers: Leona Stanton*; Joanne Hanna**; Denise Stachura
 Each teacher will receive a stipend of \$2,300.00 payable upon completion of program.

*Program Coordinator will be compensated \$400.00 additional.

**Joanne Hanna is currently an instructional aide who holds the appropriate credentials for an elementary school teacher.

- 16. +Motion to approve additional teachers for ESY Program estimated cost of two teachers is calculated as follows:

\$39.33/hr x 4.5 hr/day x 21 days x 2 teachers = \$7,433.37 additional for the month of July. This request is in addition to the 7 teachers and 21 aides already approved as part of the 2013-2014 budget (see M. 17)

- 17. Motion to approve to hire the following personnel to work in the ESY program which will operate 4.5 hours per day (8:30 a.m. – 1:00 p.m.), Monday through Friday, from July 1st through July 31st, with the exception of July 4th and July 5th.

Extended School Year

Teachers:

Severe Learning Disabilities 2/3	Michelle Quigley
Pre-School (Autism)	Kimberly Rosenberg
Pre-School Disabilities (AM & PM)	Jennifer Bigwood
Autism K/3	Katie Patoe
Autism K/3	Jennifer Hamer (Step 1/Teacher)
Specific Learning Disabilities K/2	Paula Roth
Severe Learning Disabilities 6/8	Lisa Wendel

Teachers will be paid their per diem rate pro-rated for hours actually worked each day.

Aides

Instructional Aides:

- Terence Degnon
- Marianna Porcelli
- Sondra Marion
- Clare Rechel
- Jennilynn Rackison
- Penny McCutcheon
- Catherine Anderson
- Colleen Cutrupi
- Erin Puskar

Autism Aides:

- Stephanie Platia
- Jeanette McCue
- Elaine Mitchell
- Elizabeth Sterling (teacher to be paid at autistic rate, Step 3)
- Melissa Hodge
- Lynn Szalai
- Denise Franks
- Nicole Erxleben
- Phyllis Mozden
- Jon Young
- Jennifer Lemanski
- April Seay

Instructional and Autistic Aides will be paid their hourly rate pro-rated for hours actually worked each day.

18. Motion to approve to have the following teachers approved to lead the BRSD Summer Basic Skills Program and ESL Program, which is funded through the NCLB grant. Each staff member will receive \$2,000 at the conclusion of the program, which will run for four weeks, Mon-Thursday, beginning July 8th and ending August 1st. The program hours are 9 a.m.-12 p.m.
- Grade K-1: Lauren Brandimarto, Melanie Stokes,
 Grade 1-2: Melissa Boyle, Dawn Medici, Cara Lloyd
 Grade 2-3: Debra McKown, Betsy Wonderlin
 Grade 3-4: Allison Maxwell, Barbarann Mazza
 Grade 4-5: Alexandra Guido, Donna Sensi
 Grade 5-6: Collete Campellone
 ESL (all grades): Jan Wilson
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):
- David Woloff Nicole Weaver
 Matt Sherrier Edward Chase
20. **Motion to rescind 5/8 appointment of employee # 5941. Said employee had been a leave replacement teacher in 2012-2013 and was inadvertently included in the certificated staff appointment list for 2013-2014. The employee shall remain on the substitute list for the 2013-2014 school year.**
21. **Motion to amend 5/8 appointment of employee # 5909. Said employee was inadvertently approved as MIS Non-Tenured, part-time Tech teacher. Employee should be Non-Tenured District Wide, full-time Tech teacher.**

INFORMATION

22. **+JOB POSTINGS:** BRHS Head Boys' Varsity Basketball Coach – BRHS Extra Curricular Positions - BRHS Business Education Teacher, Part-Time – BRHS Mathematics Teacher – BRHS Art Teacher – BRMS Teacher of Mathematics, Part-Time – BRMS teacher of Mathematics, Full-Time – BRMS Teacher of Science – PMS Elementary Teacher – MIS Elementary Art Teacher, leave position – MIS Fourth Grade Teacher – MIS Spanish Teacher, Part-Time – BRSD Assistant Principal for Curriculum and Instruction – BRSD 2nd Shift Custodian – BRSD Summer SAT Prep Course – BRSD Maintenance, Full-Time – Student Summer Employment, Buildings and Grounds (painters) – **CBS/MIS Part-Time ESL Teacher – Stipend Positions for Summer Curriculum Work**

N. BUSINESS, FINANCE & OPERATIONS

1. +Motion to accept Board Secretary's monthly certification: Budgetary Line Item Status and Budgetary major Account Fund Status for April 2013
2. +Motion to approve Transfer of Funds
3. Motion to approve the following annual adoptions and/or contracts for the 2013-14 school year:
 - a. Establish a maximum district-wide travel limit of \$60,000 as required by N.J.A.C. 6A:23A-.
 - b. Within the maximum district-wide travel limit, pre-approve, as recommended from the audit for June 30, 2012, annual limits for "regular business travel" for by employees whose duties require such, as permitted by Board Policy #9250 and NJAC 6A:23A-7.3(b). Cumulative reimbursements for "regular business travel" up to their specified limits would be deemed pre-approved by the Board; any cumulative amounts in excess of their limits during the year will require Board approvals prior to reimbursements. These employees will still need to submit proper evidence of their "regular business travel". Moreover, any employee incurring allowable expenses may request reimbursement, which will be submitted for Board approval. The specific employees with such Board pre-approval as stipulated above are as follows:

At annual maximum of up to \$300.00 each:

➤ Barrera, Jane	➤ Lympert, James
➤ Chen, Jackie	➤ McNeil, Diana
➤ Cifelli, Cheryl	➤ Mizerak, Dianne
➤ Corbin, Doug	➤ Montalto, Michael
➤ Corey, Xiaofan	➤ Priano, Michael
➤ Costigan, Patricia	➤ Rivera, Amy
➤ D'Antoni, Christina	➤ Rossi, Francine
➤ Day, Cynthia	➤ Sigler, Adrienne
➤ Ehner, Denise	➤ Sullivan, Louise
➤ Esposito, Donna	➤ Vieira, Robert
➤ Finn, Courtney	➤ Walker, Kim
➤ Kafer, Jennifer	➤ Wig, Barbara
➤ Katz, Gail	➤ Wingo, Jillian
➤ Kittel, Christina	➤ Zack, Christina

At annual maximum of up to \$700.00 each:

Mohacsi, Suzann	Sprague, Joseph
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- c. Payment of bills between Board Meetings, as permitted by N.J.S.A. 18A:19.4.1
 - d. Establishment of Petty Cash funds of \$125 each for each school and the Superintendent's; Business; Special Education; CDA; Maintenance; Transportation central offices. [Same level as prior year]
 - e. Tuition revenue contract for \$661,512 with New Hanover Public School for its high school students attending the District. This amount is reflective of tuition for 2013-14 based on a 2% adjustment of the prior year FY2011-12 rate(s) certified by the Department of Education and a net refund adjustment applicable to FY11-12 due to actual full year enrollment for that year being lower than initially estimated.
 - f. +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, 2013 through June 30, 2014. (No change in cost, previously 10 month position).
 - g. +Procurement of goods and services utilizing State contracts when deemed cost-justified.
4. +Motion to award a contract in the amount of \$60,440 to Clintar NJ to provide lawn maintenance service for all of the district's schools, per a bid solicitation. Two inquiries were received; Clintar, NJ provided a written proposal. The selected proposal was determined to be responsible and responsive to the District's requirements. The contract is for the 2013/2014 school year, renewable for another year by mutual agreement by both parties and as permitted by Statute/Code. (prior contract \$56,550 for 3 schools)
 5. +Motion to award Food Service Management Company Contract with to Sodexo for the 2013-2014 school year. District shall pay Sodexo a Management Fee in an amount equal to \$77,000 per year payable in ten equal installments, September through June for the 2013/2014 contract year. Sodexo guarantees that the District shall receive an annual financial return of \$50,000 for the 2013/2014 school year. If the annual financial return falls short of the aforementioned amount, Sodexo shall pay the difference to District in an amount not to exceed 100% of Sodexo's annual Management Fee. Three proposals were received; the contract provides for up to 4 annual renewals by mutual agreement of the parties and as permitted by Statute/Code.
 6. +American Appraisal, to renew the fixed asset management agreement in the amount of \$1,550.00 (No change).
 7. +J.P. Pest Services, to renew the district pest control contract at no increase, \$3,897 July 1, 2013 to June 30, 2014.

- 8. Motion to approve payment of \$4,700 to cover commitment from the Township Municipal Alliance for Project Graduation until the funds come in from BRAD.
- 9. Motion to approve out-of-district placement for Special Services to Garfield Park Academy with a pro-rated tuition of \$45,900 and 1:1 Aide for student with a pro-rated tuition of \$25,200, effective 5/13/13
- 10. **+Motion to award a contract in the amount of \$268,439 to Land Tech Enterprise to undertake construction of the site improvements at MacFarland Intermediate School, commencing in June 2013, per a bid solicitation. This amount reflects \$232,468 for the required base drainage remediation and black top surfacing, with the balance applied to the alternative of adding an outdoor learning center. Eleven (11) inquiries were received and five (5) proposals were submitted. The selection is based on the lowest responsible bid received and responsive to the District’s requirements.**

INFORMATION

- 11. **+Letter from Township received May 17, 2013**

O. POLICY

- 1. **2nd Reading** – (revisions on district website, proposed edits are highlighted)
 - a. +Motion to revise and adopt Policy # 9010, Role of the Member
 - b. +Motion to revise and adopt Policy # 9326, Minutes

P. DISCUSSION/INFORMATION ITEMS

Q. NEW HANOVER REPORT – MR. CHRISTOPHER SIRAK

R. 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

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_____, Board Secretary

T. ADJOURNMENT