

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
**Consent Agenda Item

MINUTES - October 21, 2015

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 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: The date, the time, and the purpose of scheduled meetings were conveyed to the Burlington County Times and the Trenton Times on January 12, 2015. The change in time for this meeting was conveyed to the Burlington County Times and the Trenton Times on October 14, 2015. 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. Hartmann, Mr. Tyler, Ms. Zablow, Mr. Mercantini, and Mr. Drew. **ABSENT:** Ms. Brennan (Arrived 6:45), Mr. Roselli, and Mr. Creegan (Arrived 7:00-Excused from Executive Session due to conflict).

Also attending: Dr. Edward Forsthoffer, Superintendent, Mr. Eloi Richardson, School Business Administrator/Board Secretary, Mr. Cameron Morgan, Board Solicitor.

Staff attending: Rob Walder, Debbie McKown, Donna Shipman, Leona Stanton, Colleen Ferrarese, Lisa Swanson, Doreen Stettner, Casey McMonagle, Michelle DiAntonio, Amy Rivera, Stephanie Kohnke, Ray Snook, Stephen Koch, Larry Larned, Erica Wright, Dorothy Romano, Jillian Wingo, Judie Martin, Jane Porter-bond, Mandy Sexton, Barbara Mintzer, Cynthia Nemceff, Kimberly Walker, Loren Grabowski, Louisa Kenny, Katerina DeVito, Jess Silva, Joey Suggs, Diana McNeil, Jennifer Semeniak, Andrea Minster, Gloria Gorish, Jennifer Martino, Kevin Wright, Jack Yost, Dave Misselhorn, Francine Spinosa, Heather Stab, Bonnie Meyers, Traci Redler, Courtney Finn, Danielle Bond, Adrienne Sigler, Terry Smith, Valeska Ochoa, Kara Lynch, Julie Pone, Lisa Hudik, Renee Eugene, and Elizabeth Mitchell.

Visitors attending: Mae Hamilton, Robert Curran, Alicia Curran, Jim Brotherton, Hannah Heberling, Sandra Carpenter, Maddie McMonagle, and Linda Nice.

D. EXECUTIVE SESSION RESOLUTION

Mr. Heberling read the following resolution, seconded by Mr. Tyler and unanimously approved at 6:36pm:

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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____ 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;

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: _____) (If contract negotiation, the nature of the contract and interested party is _____ BREA _____)

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 1/7/2015.

The Board returned to open session at 7:00pm.

Mr. Cameron Morgan left the meeting at 7:00pm.

E. RECOGNITION/PRESENTATION

1. Ms. Cassandra McMonagle, CBS K/1 SLD teacher, and her students collected used eyeglasses to donate to *New Eyes for the Needy*, a non-profit organization in New Jersey that provide better vision to the US and throughout the world.

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F. STUDENT REPRESENTATIVES - Ms. Emma Stahl and Ms. Marisa Scaramuzzo

- Successful Homecoming; raised over \$3000 for donation to Hope Loves Company
- Student Council is attending the community Halloween Parade on 10/25/15.
- Up-coming events include: Senior Citizens Dinner, Chickie & Petes Fund Raiser, Pizza days, sophomore class ring orders, and freshmen elections in November.

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 my 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. UNFINISHED BUSINESS - None

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

A motion was made by Mr. Hartmann, seconded by Ms. Brennan to approve the following:

1. +Motion to approve Travel/Mileage/Workshop reimbursement requests.
2. +Motion to approve Minutes, September 2, 2015 and September 16, 2015.
3. +Motion to approve Bill List, September, 2015.
4. +Motion to approve Board Secretary/Treasurer Report, September, 2015.
5. +Motion to approve Substitute List
6. +Motion to approve Special Education Student Placement
7. +Motion to approve 2015-16 Student Teacher Requests
8. +Motion to accept Director of Special Services Report
9. +Motion to accept Director of Curriculum and Instruction Report
10. +Motion to accept District Support Staff Report
11. +Motion to accept Enrollment & Principal Reports:

BRHS	720
BRMS	610
MIS	410
CBS	234
PMS	576
	<u>2,550</u>

ON A ROLL CALL VOTE (Items 1-11):

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, Mr. Tyler, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Mr. Roselli.

Motion approved by majority.

J. COMMITTEE REPORTS - None

K. SUPERINTENDENT'S REPORT

1. No HIB incidents to report at this time.

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L. CURRICULUM REPORTS

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

1. Motion to approve change of date for the Jackson Memorial Band Competition to Sunday, October 25, 2015.
2. Motion to approve a field trip for the BRMS 7th grade Life Skills class to ACME Food Market in Bordentown on November 2, 2015 to purchase food and supplies for a luncheon they host for their family and faculty. Money for this trip, including transportation, comes out of the Special Education BRMS Cohort Budget. There is no cost to the students.

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

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, Mr. Tyler, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Mr. Roselli.

Motion approved by majority.

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. Hartmann, seconded by Mr. Mercantini to approve the following:

1. Motion to approve resignation from Mr. Seth Henrie from the position of Network Technician, effective November 6, 2015.
2. Motion to approve resignation from Mr. Colin Hewko from the position of Assistant Boys Basketball coach, effective immediately.
3. +Motion to approve Mr. Brandon Aaronson as a full-time Secretary I for the office of Special Services, effective November 12, 2015, Step 3 with a salary of \$42,642. This replaces a resignation.
4. +Motion to approve **Ms. Amy Hunt** as a long term leave replacement at BRMS, effective November 16, 2015 through March 24, 2016. Ms. Hunt will be compensated according to the long term leave pay scale. After 60 working days, Ms. Hunt will be compensated at Step 1, BA, with a pro-rated salary of \$50,982.
5. Motion to amend Ms. Cody Hinkle's weekly working hours as an aide in the transportation department from 20/hrs/wk to 13 hrs/wk, effective October 13, 2015, with a salary of \$7,971. This is due to the reduction of need.
6. Be it resolved that the commencement of leave of absence requested by employee #4949, effective September 28, 2015 through approximately December 28, 2015 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.

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7. Be it resolved that the commencement of leave of absence requested by employee #5461, effective December 14, 2015 through May 27, 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. Be it resolved that the commencement of leave of absence requested by employee #5464, effective December 21, 2015 through May 27, 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.
9. Be it resolved that the commencement of leave of absence requested by employee #4537, effective January 4, 2016 through June 20, 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.
10. Motion to approve Ms. Maya Fair, a student of The Foundation for Educational Administration (FEA) and a district employee to intern under the mentorship of Mr. Robert Walder during her prep and free time.
11. Motion to approve Ms. Angelica Salera, a student of Mercer County College, to observe two classrooms at BRMS in October for a total of 6.5 hours under the mentorship of Ms. Amy Rabenda and Ms. Amy Wright.
12. Motion to approve Mr. Erik Wall, a student of Mercer County College, to observe in classrooms at BRMS and BRHS for a total of 2 hours in each school during the fall semester.

INFORMATION

13. +JOB POSTINGS: Network Technician - BRMS LA Special Education Teacher - PMS Music Teacher/Choir Director - CBS Leve replacement, Full-time 1st grade Teacher -

ON A ROLL CALL VOTE (Items 1-12):

AYES: Mr. Heberling, Mr. Hartmann, Ms. Brennan, Mr. Tyler, Ms. Zablow, Mr. Creegan, Mr. Mercantini, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Mr. Roselli.

Motion approved by majority.

N. BUSINESS, FINANCE & OPERATIONS

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

1. +Motion to accept monthly certifications: Board Secretary's Budgetary Line Item Status; and Board of Education's Budgetary Major Account/Fund Status as of September 30, 2015.
2. +Motion to approve Transfer of Funds for September 2015.
3. +Motion to approve submission of the 2015-16 annual M-1 (Annual Maintenance Worksheet) and the 2015-16 annual Comprehensive Maintenance Plan to the Department of Education's County Office.

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4. +Motion to submit to the Department of Education's County Office the SY2015-16 alternative bathroom renewal plans for CBS, PMS, and BRHS for approval, per attached exhibits in the Board Office.
5. Motion to approve tuition for regular and special education students attending Burlington County Institute of Technology (BCIT) at \$3,184 per student. Estimated 25 students totaling \$79,600 for the 2015-16 school year, based on a review of the ASSA counts, year-end 2014-15 enrollment, and the projected 2015-16 enrollment. (SY 2014-15 rate was \$3,121 per student)
6. Motion to approve renewal of the Accident Policy for the camp/trip outings for the environmental trip (Stokes) 2015 in the amount of \$300. (previously \$400 for SY 14/15)
7. Motion to accept with gratitude the \$200 donation from the Downtown Bordentown Association, Inc. to the District in appreciation of the shuttle bus services provided for their Downtown Bordentown Association Cranberry Festival on October 3rd and 4th, 2015.
8. Motion to approve one regular education student to receive medically homebound instruction provided by Silvergate Prep. The estimated stay is 30 days for 10 hours/week at a cost of \$35.89/hour.
9. +Motion to approve a service agreement/warranty extension with Ray Angelini, Inc. related to the high school solar photovoltaic system for the period November 1, 2015 to October 31, 2016 at an annual cost of \$5,550. [This replaces the expiring initial five year monitoring/warranty included with the cost of the original system installation in November 2010].
10. Motion to approve the following Joint Agreements payable to Bordentown Regional School District:
 - BURLINGTON CITY SCHOOL DISTRICT
 - a. To transport one student to and from Garfield Park Academy, Willingboro, Route # 97, effective September 1, 2015 to June 30, 2016. Total cost \$6,863.66.
 - BURLINGTON TOWNSHIP SCHOOL DISTRICT
 - a. To transport one student to and from Mercer County Special Services School, Trenton, Route # 92, effective September 1, 2015 to June 30, 2016. Total cost \$11,809.48.
 - FLORENCE TOWNSHIP SCHOOL DISTRICT
 - a. To transport ten students to and from Notre Dame High School, Lawrenceville, Route # 94, effective September 1, 2015 to June 30, 2016. Total cost \$8,840.00.
 - MANSFIELD TOWNSHIP SCHOOL DISTRICT
 - a. To transport one student to and from Garfield Park Academy, Willingboro, Route # 106, effective September 1, 2015 to June 30, 2016. Total cost \$8,056.50.
 - NORTHERN BURLINGTON SCHOOL DISTRICT
 - a. To transport one student to and from Delaware Valley School, Hamilton, Route # 95, effective September 1, 2015 to June 30, 2016. Total cost \$7,153.72.
 - b. To transport three students to and from Kingsway School, Moorestown, Route # 103, effective September 1, 2015 to June 30, 2016. Total cost \$38,174.76.
 - SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
 - a. To transport one student to and from Garfield Park Academy, Willingboro, Route # 106, effective September 17, 2015 to June 30, 2016. Total cost \$7,608.92.

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TRENTON SCHOOL DISTRICT

- a. To transport one student to and from Peter Muschal School, Bordentown, Route # 87, effective September 17, 2015 to June 30, 2016. Total cost \$323.19.

ROBBINSVILLE SCHOOL DISTRICT

- a. To transport Robbinsville Football Team and Cheerleaders to and from Robbinsville High School and Delran High School on September 25, 2015. Total cost \$735.39
- b. To transport Robbinsville Football Team and Cheerleaders to and from Robbinsville High School and Bordentown Regional School on October 9, 2015. Total cost \$595.63.
- c. To transport Sharon Elementary School students from Sahara Sam's to Sharon Elementary School, Robbinsville on October 9, 2015. Total cost \$372.86.
- d. To transport Pond Road Middle School Field Hockey Team to and from Pond Road Middle School to New Egypt Middle School on October 12, 2015. Total cost \$151.68.
- e. To transport Pond Road Middle School Girls Soccer Team to and from Pond Road Middle School to New Egypt Middle School on October 12, 2015. Total cost \$151.68.
- f. To transport Robbinsville Freshmen Boys Soccer team to and from Robbinsville High School to Princeton Day School on October 12, 2015. Total cost \$164.93.

TRENTON SCHOOL DISTRICT

- a. (This is a change from previous approval due to student not attending.) To transport one student to and from Peter Muschal School, Bordentown, Route # 87, effective September 17, 2015 to October 9, 2015. Total cost \$30.24. (Previous cost \$323.19)

MANSFIELD TOWNSHIP SCHOOL DISTRICT

- a. (This is a change from previous approval due to student not attending.) To transport one student to and from Garfield Park Academy, Willingboro, Route #106, effective September 1, 2015 to October 19, 2015. Total cost \$1,342.80. (Previous cost \$8,056.50)

11. Motion to approve the following Joint Agreements payable to other school districts:

ARCHWAY PROGRAMS LOWER SCHOOL

- a. Archway Programs Lower School will supply a one on one aide to our student for transportation to and from Frog Pond Home to Archway School, Atco, effective September 3, 2015 to June 30, 2016. Total cost \$8,100.00.

ALLOWAY TOWNSHIP SCHOOL DISTRICT

- a. To transport one student to and from Ranch Hope School to Woodstown High School, Woodstown, effective September 1, 2015, to June 30, 2016. Total cost \$1,080.00.

GATEWAY REGIONAL SCHOOL DISTRICT

- a. To transport one student to and from Group Home to Bancroft Elementary School Haddonfield, effective September 1, 2015 to June 30, 2016. Total cost \$11,734.20.

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ON A ROLL CALL VOTE (Items 1-8; 10):

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

ON A ROLL CALL VOTE (Item 9):

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

O. POLICY

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

1. 2nd Reading: (Policies on website for viewing)
 - a. Motion to adopt Policy #6164.4, Child Study Team
 - b. Motion to adopt Policy #6171, Special Instructional Programs
 - c. Motion to adopt Policy #6171.3, At-Risk and Title 1
 - d. Motion to adopt Policy #6171.4, Special Education

ON A ROLL CALL VOTE:

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

P. 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.

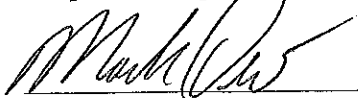
Please be aware that all Board employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public. The maximum time per member of the public shall be five minutes. Please state your name and address for the record:

Q. NEW BUSINESS - None

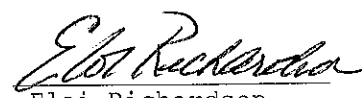
R. ADJOURNMENT

A motion was made by Mr. Hartmann, seconded by Mr. Mercantini to adjourn the meeting at 8:00 p.m.
Motion unanimously approved.

Respectfully submitted,



Mark Drew
President



Eloi Richardson
SBA/BS