

BORDENTOWN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING

+Document Provided  
\*+Consent Agenda Item

MINUTES - September 21, 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.

**C. ROLL CALL**

The following members answered roll call: Mr. Fausti, Mr. Tyler, Mr. Creegan, Mr. Mercantini, and Mr. Drew. **ABSENT:** Mr. Heberling (Arrived 7:05), Mr. Schiano, Mr. Roselli, and Ms. Zablow.

Also attending: Dr. Edward Forsthoffer, Superintendent, Mr. Eloi Richardson, School Business Administrator, and Mr. Cameron Morgan, Board Solicitor (Arrived 7:05).

Staff attending: Dana Marzella, Louisa Kenny, Liz Mitchell, Megan Geibel, Annetta Zaremba, Rob Walder, Amy Rabenda, Tina Kittel, Jackie Chen, Scott Schlenker, Shelly Gallo, Ashley Nyul, Diana Eline, Melanie Stokes, Danielle King, Taylor Gilbert, Doug Corbin, Lia Muolo, Jessica Borek, Becky Sullivan, Caren Guyett, Keith Muzyka, Lisa Van Bruggen, Steve Koch, Rita Bergen, Susan Gerike.

Visitors attending: Cheryl Stallworth Glitz, Cindy Clark, Heather & Dave Comisky, Brianna Pagnani, Emma Russell, James Gill, Walter Kosul, Rick Carson, and Tom Hammel.

**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: \_\_\_\_\_);

\_\_\_\_ 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

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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 1/6/2016.

**E. RECOGNITION/PRESENTATION**

- Welcome BRSD new staff members:

Amanda Cutietta	Special Education - MIS
Diana Eline	Science - BRHS
James Gill	Social Studies - BRHS
Cheryl Glitz	P/T Band - MIS
Caren Guyett	Psychologist - Special Services
Thomas Hammel	Librarian/Media Specialist - MIS
Danielle King	Math - BRMS
Jessica Martino	Math - BRHS
Dana Marzella	Special Education - BRMS
Lenka McCauley	French - BRHS
Keith Muzyka	Preschool - PMS
Ashley Nyui	Preschool - PMS
Nicole Papp	Social Studies - BRMS
Tamia Patrick	Technology - BRHS
Katelyn Pfenninger	Math - BRMS

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Scott Schlenker	Special Education - BRHS
Cindy Waldon-Clark	Elementary LOA - CBS
Annetta Zaremba	Math - BRMS

**F. STUDENT REPRESENTATIVES** - Ms. Brianna Pagnani & Ms. Emma Russell

- Spirit Week consisted of dress up days and lunch games; Spirit Fever raised \$208.24 to be donated to State Charity - Bianca's Kids
- Homecoming September 23<sup>rd</sup>; Homecoming dance September 24<sup>th</sup>
- NHS collected donations for baked goods

**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 may 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. Mercantini, seconded by Mr. Fausti to approve the following:

1. +Motion to approve Travel/Mileage reimbursement requests
2. +Motion to approve Minutes, August 17, 2016
3. +Motion to approve Bill List, August 2016
4. +Motion to approve Board Secretary/Treasurer Report, August 31, 2016
5. +Motion to approve Substitute List
6. +Motion to approve TCNJ Practicum Students

ON A ROLL CALL VOTE (Items 1-6):

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

ABSENT: Mr. Schiano, Mr. Roselli, and Ms. Zablow.

Motion approved by majority.

**J. COMMITTEE REPORTS**

1. Negotiations Meeting, 9/14/16 - Mr. Stephen Heberling, Chair reported meeting with BREA Executive Team and are working on the salary guides.

**K. SUPERINTENDENT'S REPORT**

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

1. No HIB incidents to report at this time.
2. +Motion to approve NJDOE School Self-Assessment

ON A ROLL CALL VOTE (Item 2):

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

ABSENT: Mr. Schiano, Mr. Roselli, and Ms. Zablow.

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**L. CURRICULUM REPORTS**

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

1. +Motion to approve a contract between Weber Associates, Inc. and Bordentown Regional School District to have Mr. Dave Weber, a nationally recognized presenter, facilitate a professional development workshop during the district's teacher in-service day on January 13, 2017 at a fee of \$5,800. The fee and expenses will be paid using a combination of local and NCLB funds.
2. +Motion to approve Ms. Kelly Rimer, an educational consultant, to provide a professional development session regarding K-5 mathematics instruction during the district's teacher in-service day on October 3, 2016 at a fee of \$1,500. The fee will be paid using NCLB funds.
3. Motion to approve a field trip for Mr. Viera and the BRHS String Orchestra students to Rowan University on Thursday, March 9, 2016 for an additional competition opportunity: *The Rowan University String Orchestra Festival and Competition*. There will be no cost to the students or the district. The cost associated with this trip (approximately \$250) will be covered by the existing co-curricular account.
4. Motion to approve one child of a staff member to attend BRMS for the 2016-2017 School Year.

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

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

ABSENT: Mr. Schiano, Mr. Roselli, and Ms. Zablow.

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

1. Motion to accept resignation from Ms. Cassandra McMonagle from the position of Elementary Special Education Teacher at CBS, effective November 11, 2016 or as soon as position is filled.
2. Motion to accept resignation from Ms. Julie Pone from the position of BRHS Yearbook Business and Publication co-advisor for the 2016-17 school year.
3. Motion to accept resignation from Ms. Dawn Patterson from the position of intramural coach at BRMS.
4. Motion to accept resignation from Mr. Kevin Ebert from the position of intramural coach at BRMS.
5. Motion to amend Ms. Jessica Borek's compensation as the BRMS ELPAT Coordinator for the 2016-17 SY to \$2,415.82, due to her credit adjustment for classes taken over the summer.
6. Be it resolved that the commencement of leave of absence requested by employee #4729, effective September 19, 2016 through approximately September 30, 2016 is hereby approved

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- 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.
7. Be it resolved that the commencement of leave of absence requested by employee #5603, effective November 1, 2016 through April 28, 2017 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 #5329, effective January 3, 2017 through September 1, 2017 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. Motion to approve employee #5117 intermittent leave to run concurrent with available paid sick days and FMLA due to personal illness for the 2016-17 school year. If employee's paid sick days are exhausted, intermittent leave will run concurrent with unpaid FMLA time.
  10. Motion to approve amendment of leave, requested by employee # 5365 through January 26, 2017. Original return date was approved for November 21, 2016.
  11. Motion to approve Ms. Elizabeth Peterson, a student of BRHS, to work in the PAC at \$9/hour for CDA.
  12. Motion to approve Ms. Dawn Craft to accompany a student as a 1:1 Aide on the BRMS Stokes trip on October 5-7, 2016. Ms. Craft will be paid at Step 1, with a stipend of \$538.20 for this trip.
  13. Motion to approve Ms. Denise Franks to accompany a student as a 1:1 Aide on the BRMS Stokes trip on October 5-7, 2016. Ms. Franks will be paid at Step 1, with a stipend of \$538.20 for this trip.
  14. Motion to approve Mr. Matthew Gens as the BRHS Yearbook co-Advisor and Business Yearbook co-Advisor, Step 1, with a stipend of \$2,617 for Yearbook and a stipend of \$1,084 for Business co-Advisor.
  15. Motion to approve Mr. Matthew Benedetti as the BRHS Head Wrestling Coach for the 2016-17 school year, Step 2, with a stipend of \$7,975.
  16. Motion to approve Mr. James Gill as the BRHS Assistant Wrestling Coach for the 2016-17 school year, Step 1, with a stipend of \$4,561.
  17. Motion to approve Ms. Nicole Papp as an Intramural Coach at BRMS for the 2016-17 school year, effective immediately, Step 1, with a stipend of \$1,271.
  18. Motion to approve Ms. Taylor Gilbert as an Intramural Coach at BRMS for the 2016-17 school year, effective immediately, Step 1, with a stipend of \$1,271.

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19. Motion to approve the following fall 2016 salary adjustments for staff who have demonstrated successful completion of post graduate credits:

NAME	FORMER STATUS	NEW STATUS	NEW SALARY	SALARY ADJUSTMENT
Borek, Jessica	Step 7, BA +24	Step 7, MA	\$59,828	+\$1,271
Derby, Matthew	Step 10, MA	Step 10, MA +6	\$65,262	+\$731
Mahoney, Evan	Step 2.5, BA	Step 2.5, BA +6	\$52,461	+\$729

INFORMATION

20. +JOB POSTINGS: Assistant Principal for Athletics & Intermediate School - Winter and Spring Season Weight Room Supervisor - Head Wrestling Coach - MIS Maternity Leave Fourth Grade Teacher - CBS Special Education Teacher -

ON A ROLL CALL VOTE (Items 1-19):

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

ABSENT: Mr. Schiano, Mr. Roselli, and Ms. Zablow.

Motion approved by majority.

N. BUSINESS, FINANCE & OPERATIONS

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

- +Motion to accept Board Secretary's Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status at August 31, 2016.
- +Motion to approve Transfer of Funds.
- +Motion to approve tuition for regular and special education students attending Burlington County Institute of Technology (BCIT) at \$3,248 per student. Estimated 26 students totaling \$84,448 for the 2016-17 school year, based on a 4 year average of ASSA counts. (SY 2015-16 rate was \$3,184 per student)
- ++Motion, to adopt the attending resolution, (a) authorizing the preparation and distribution of offering documents in connection with the sale of the school district's refunding bonds ("Refunding Bonds"); (b) authorizing the issuance, sale and award of said refunding bonds; (c) making certain determinations and covenants in connection therewith; (d) authorizing certain actions related thereto, including: appointing PNC Capital Markets, LLC, at an estimated fee of \$2.73 per \$1,000 of bonds issue (aggregating approximating \$84,630) inclusive of estimated expenses, but NOT including underwriter's counsel fees, as underwriter to prospective purchasers of these Refunding Bonds; authorizing up to \$7,500 of underwriter's counsel fee, if such services are deemed necessary; appointing The Depository Trust Company to act as securities depository for the Refunding Bonds; appointing McElwee & Quinn, LLC to provide necessary printing services; empowering the Board Administrator or in the absence thereof, the Board President or the Board Vice President or the Superintendent of Schools to undertake other actions required to effectuate this refinancing as further enumerated herein, including the execution and delivery of any and all agreements, documents, instruments and certificates necessary or required in connection with the Refunding Bonds.
- +Motion to appoint US Omni as third party plan administrator for the District's deferred contribution (403b and 457) plans for FY2016-17 renewable in subsequent years. but with

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provision for termination by either party with thirty (30) days written notice, at no out-of-pocket fees to the district for services.

6. Motion to approve one out of district placement to Hampton Academy, effective 9/13/16 with a tuition of \$45,216.
7. Motion to approve the following Joint Agreement payable to other school districts:
  - a. Gloucester County Special Services School District  
To transport one student to and from Frog Pond Home to Archway School, Atco, Route #SG338, effective July 5, 2016 to August 19, 2016. Total cost \$3,633.72

ON A ROLL CALL VOTE (Items 1-7):

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

ABSENT: Mr. Schiano, Mr. Roselli, and Ms. Zablow.

Motion approved by majority.

O. POLICY - None

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.

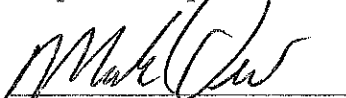
Please be aware that all Board employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public. The maximum time per member of the public shall be five minutes.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

Q. NEW BUSINESS - None


R. ADJOURNMENT

A motion was made by Mr. Mercantini, seconded by Mr. Fausti to adjourn the meeting at 7:21 p.m. Motion approved by majority.

Respectfully submitted,



Mark Drew  
President



Eloi Richardson  
Business Administrator

