

BORDENTOWN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING

+Document Provided  
\*+Consent Agenda Item

**MINUTES - June 13, 2012**

**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 6:00 p.m. with the Board Vice 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: Schedule of meetings to be held from April 4, 2012 through December 12, 2012 was conveyed to the Burlington County Times, The Register News, and the Trenton Times on March 8, 2012. Notice of the change in meeting time was conveyed on March 28, 2012 to the Burlington County Times and Trenton Times. The change in time was advertised on June 8, 2012 in the Burlington County Times and Trenton Times.

The Secretary will enter this public announcement into the minutes of this meeting.

**B. FLAG SALUTE/SILENT REFLECTION**

The Board Vice President 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**: Ms. Dansbury, Ms. Gens, Ms. Hartmann, Mr. Potts, Ms. Wehrman, and Ms. Zablow. **ABSENT**: Mr. Dalton (arrived 6:20pm), Mr. Drew (arrived 6:20pm), and Ms. Goff (arrived 6:11pm).

**Also attending:** Dr. Constance J. Bauer, Superintendent, Mr. Eloi Richardson, School Business Administrator/Board Secretary.

**Staff attending:** Sandy Ewell, Ann Marie Oleary, Donna Esposito, Meissa Hodge, Karen Lubbers, Ricardo Pina, Ed Chmiel, and Diane Mizerak.

**Visitors attending:** Mae Hamilton, Jim Brotherton, Reba Snyder, Rebecca Scozzaro, Chuck & Gina Sheppard, Marianne Jackson, Wendy Meszaros, Jeff Meszaros, Sally Martinez, Liam Martinez, Tim & Cindy Yanicul, Fatima Dukes, Edward Kenna, Peggy Scroger, Jakara Siler, Patricia Siler, Eugene Riley, Wayne & Margaret Kruger, Scott Kleitz, Debbie Tams, Caroline Tams, Donna Sensi, Jill Popko, Mike Dauber, Rita Bergen, Scott Weitz, Mark Roselli, and Corey Meyer.

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**D. EXECUTIVE SESSION RESOLUTION**

The Board Secretary read the following resolution; Ms. Dansbury then made a motion to enter Executive Session which was seconded by Ms. Wehrman and unanimously approved at 6:05p.m.:

**RESOLUTION: Open Public Meetings Act**

WHEREAS, N.J.S.A. 10:4-6, et. seq. (Open Public Meetings Act) provides that the Bordentown Regional Board of Education may exclude the public from that portion of the meeting at which the Board of Education discusses certain matters as set forth in N.J.S.A. 10:4-12; and

WHEREAS, the following subject shall be discussed on this date in a session of the Board closed to the public:

**NEGOTIATIONS**

NOW, THEREFORE, BE IT RESOLVED that the aforesaid meeting is closed to the public for the reasons set forth above in accordance with the Open Public Meetings Act; and,

BE IT FURTHER RESOLVED that the discussion in closed session will be disclosed to the public at such time as it is no longer necessary to maintain the confidential nature of the items discussed.

The Board returned to Open Session at 6:45p.m.

**E. PUBLIC FORUM - FOR AGENDA ITEMS**

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 three minutes. Please state your name and address for the record.

- Ms. Snyder inquired why the Waste Management Services was not on the agenda.
- Ms. Lubbers Thanked the Board for 10 years working in the District.

**F. RECOGNITION/PRESENTATION**

- All Star athlete recognition.
- Solar Panel Report - Scott Weitz, New Roads Construction

**G. STUDENT REPRESENTATIVE - None**

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

A motion was made by Ms. Dansbury, seconded by Ms. Gens to approve the following:

1. \*+Motion to approve Minutes - April 25, 2012, May 2, 2012 & May 16, 2012
2. \*+Motion to approve Travel Requests
3. \*+Motion to approve Substitutes (BRSD)
4. \*+Motion to approve Bill List
5. \*+Motion to approve Board Secretary/Treasurer Report
6. \*+Motion to approve Out of District Placement
7. \*+Motion to accept HIB Report (Information Forthcoming)
8. \*+Motion to accept Director of Special Services Monthly Report

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9. \*+Motion to accept Director of Curriculum and Instruction Monthly Report
10. \*+Motion to accept District Support Staff Monthly Report
11. \*+Motion to accept Enrollment Reports:
 

BRHS	697
BRMS	524
MIS	384
CBS	237
PMS	<u>642</u>
	2,484

ON A ROLL CALL VOTE (Item 2):

AYES: Ms. Dansbury, Ms. Gens, Ms. Goff, Ms. Hartmann, Mr. Potts, Ms. Wehrman, Ms. Zablow and Mr. Dalton. NOES: Mr. Drew. ABSTENTIONS: None. ABSENT: None.  
Motion approved by majority.

ON A ROLL CALL VOTE (Items 1; 3-11):

AYES: Ms. Dansbury, Mr. Drew, Ms. Gens, Ms. Goff, Ms. Hartmann, Mr. Potts, Ms. Wehrman, Ms. Zablow and Mr. Dalton. NOES: None. ABSTENTIONS: None. ABSENT: None.  
Motion unanimously approved.

**I. COMMITTEE REPORTS** - None

**J. UNFINISHED BUSINESS**

Information: Fees for 2012-2013 Professional Services (Services to December 31, 2012)

- Solicitor - Parker, McCay \$160/hr.
- Auditor - Mr. John Maley \$31,600 Audit and \$125/hr. for any additional work.

**K. SUPERINTENDENT'S REPORT**

- The anticipated class sizes at PMS grades 1, 2, and 3 will continue to be monitored and will be frozen for new families at the recommendation of the principals.

**L. PERSONNEL REPORT**

**A motion was made by Ms. Wehrman, seconded by Ms.**

**Zablow to approve the following:**

**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 accept resignation of Ms. Karen Lubbers from the position of Administrative Assistant to the Superintendent of Schools effective July 31, 2012.
2. **+MOTION TO APPROVE MS. LORI FRYC AS ADMINISTRATIVE ASSISTANT TO THE SUPERINTENDENT OF SCHOOLS, EFFECTIVE JULY 16, 2012 WITH A SALARY OF \$46,000.**
3. Motion to accept resignation of Mr. Justin Jones from the position of part-time Custodian effective June 15, 2012.
4. Motion to accept resignation of Ms. Jessica Miller from the position of 1<sup>st</sup> Grade Teacher at PMS, effective June 30, 2012.

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5. Motion to approve extension of unpaid leave of absence of Employee #4623 from the position of 2<sup>nd</sup> Grade Teacher for the 2012-2013 school year. Employee has been on unpaid leave of absence since February 2012.
6. Motion to approve Employee #4763 FMLA from the position of Assistant Principal effective July 10, 2012 through August 21, 2012. The employee will use accumulated paid sick days to run concurrently with Federal Medical Leave of Absence.
7. Motion to approve Employee #4246 FMLA from the position of School Bus Driver effective May 29, 2012 through June 22, 2012. Employee will use accumulated paid sick days to run concurrently with Federal Medical Leave of Absence.
8. Motion to approve Employee #5364 leave of absence from the position of Pre School Teacher. The Employee will use a total of 30 accumulated paid sick days concurrently with FMLA from October 22, 2012 through December 6, 2012. The Employee will then be on NJFLA from December 7, 2012 through January 29, 2013. This will exhaust the 60 days covered by the concurrent use of FMLA and NJFLA. The employee will then use 8 days of regular unpaid leave days. The employee intends to return to work on February 11, 2013.
9. +Motion to approve Ms. Robin Blue as Assistant Principal at PMS effective July 1, 2012. This will be at a salary of \$83,500.
10. Motion to approve Ms. Dorothy Asson as a custodian, 2<sup>nd</sup> shift 5 hours per day. This will be with a base salary of \$19,991 and \$538 shift differential, pro-rated, and is effective July 1, 2012.
11. Motion to approve Ms. Carol Wedekind and Ms. Stacey Olhovsky as substitute teachers for the ESY Reading Program. They will receive \$135.29 per each day worked.
12. Motion to approve Ms. Katelyn Fehn as Elementary Teacher at Peter Muschal School for 2012-2013 school year. Ms. Fehn was left off of the 2012-2013 Staff Renewal list in error.
13. Motion to approve Ms. Colette Campellone to teach BRSD Summer Basic Skills Program, funded through NCLB. She will be working with students from 4-5 grades and will receive a stipend of \$2,000 at the conclusion of the program.
14. Motion to approve BRMS Extra-Curricular Positions for 2012-2013 as follows: (Stipends to be determined pending negotiations:
  - Mary Lynn Morino - Yearbook
  - Patricia Ridolfi and Jason Melber - Student Council
  - Ellen Kirk - Drama
  - Andrea Molnar - Team FAD
  - Greg Poole - Woodworking Club
  - Susan Gerike - Newspaper
  - Dawn Patterson and Amy Rabenda - Impact Club
  - Toby Sebelist and Karyn Yakabosky - RAPS
15. Motion to approve MIS Extra-Curricular Positions for 2012-2013 as follows: (Stipends to be determined pending negotiations:
  - Allison Blackman and Michael Oliver - Student Council
  - Elizabeth Santini and Barbara Mintzer - Student Newspaper
  - Donna Esposito - Audio/Visual Club
  - Francine Rossi - Girls on the run
16. +Motion to approve Summer Curriculum Writers as per attached list.

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17. +Motion to approve CDA 2012-2013 Employees as per attached list. Salaries will remain the same as set in the summer of 2011.
  18. +Motion to approve the summer employment for the Transportation Department as per attached list. Salaries are paid at current hourly contracted rate.
  19. Motion to approve Ms. Katherine Korotky to complete 4 hours of classroom observation at BRHS in Mrs. Carhart's science class prior to the conclusion of this school year in partial fulfillment of college course requirements from Mercer County Community College.
  20. Motion to approve Ms. Allison Maxwell, teacher at PMS, to complete her Administrative Internship through the College of New Jersey. The internship will take place at PMS during the summer for 100 hours under the supervision of Mr. Edward Chmiel.
  21. Motion to approve Ms. Sondra Marion and Ms. Dawn Craft as Substitute Bus Aides for summer program. They will receive current substitute hourly rate of \$10.00/hour.
  22. **MOTION TO APPROVE THE FOLLOWING STUDENTS AS DISTRICT SUMMER PAINTERS AT \$9.00 PER HOUR:**  
**ROBERT BULLECK, JAMES BUGGS, ALICIA CARTHAN, MATTHEW SHERRIER**
  23. **MOTION TO APPROVE MS. DOLORES SERGI AS INSTRUCTIONAL AIDE FOR THE DISTRICT FOR 2012-2013. MS. SERGI WAS LEFT OFF THE STAFF RENEWAL LIST IN ERROR.**
  24. **MOTION TO APPROVE NJFLA FOR EMPLOYEE #5267. THIS WILL BE INTERMITTENT LEAVE, EFFECTIVE JUNE 7, 2012.**
- INFORMATION:**
25. **+JOB POSTINGS:** Instructional Team Leaders, B & G Summer Student Employment, Extracurricular Positions, 5<sup>th</sup> Grade LA/SS Teacher, Interim Assistant Principal - BRHS - Leave Replacement, Summer Curriculum Writers, Stipend Positions for Summer Curriculum Work, ESY Aide 4.5 hrs/day

ON A ROLL CALL VOTE (Items 1-2; 4-9; 11-16; 18-24):

AYES: Ms. Dansbury, Mr. Drew, Ms. Gens, Ms. Goff, Ms. Hartmann, Mr. Potts, Ms. Wehrman, Ms. Zablow and Mr. Dalton. NOES: None. ABSTENTIONS: None. ABSENT: None.  
Motion unanimously approved.

ON A ROLL CALL VOTE (Items 3 and 10):

AYES: Mr. Drew, Ms. Gens, Ms. Goff, Ms. Hartmann, Mr. Potts, Ms. Wehrman, Ms. Zablow and Mr. Dalton. NOES: None. ABSTENTIONS: Ms. Dansbury. ABSENT: None.  
Motion approved by majority.

ON A ROLL CALL VOTE (Item 17):

AYES: Ms. Dansbury, Mr. Drew, Ms. Gens, Ms. Goff, Ms. Hartmann, and Ms. Wehrman, and. NOES: None. ABSTENTIONS: Mr. Potts, Ms. Zablow and Mr. Dalton. ABSENT: None.  
Motion approved by majority.

**M. BUSINESS, FINANCE & OPERATIONS**

**A motion was made by Ms. Zablow, seconded by Ms. Gens to approve the following:**

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1. +Motion to accept Board Secretary's Monthly Certification: Budgetary line Item Status and Budgetary Major Account Fund Status
2. +Motion to approve Transfer of Funds
3. +Motion to approve Joint Transportation Agreement for Special Education Summer School, Public, Non-Public and Vocational Schools and Special Education Winter Bus Routes.
4. Motion to accept the following service/professional contracts for the 2012/2013 school year:
  - a. +American Appraisal, to renew the fixed asset management agreement in the amount of \$1,550.00 (\$1,500 prior year).
  - b. +J.P. Pest Services, to renew the district pest control contract at no increase, \$4,236.00.
  - c. +Ransome CAT, to renew the preventative maintenance contract for the generator in the amount \$1,580.00.
  - d. +Siemens, to renew the fire alarm test and inspection maintenance contract in the amount of \$9,300.00 (\$9,170 prior year).
  - e. +Ratify Teachscape Professional Services Agreement for educational training, in the amount of \$24,192.00 effective June 1, 2012 through May 31, 2013.
  - f. +Tri-State Fire, to renew the fire protection service agreement in the amount of \$2,407.00 (no change).
  - g. +Verizon (Western States Contracting Alliance Governmental User Agreement) October 10, 2006 through October 31, 2012 for wireless services. This is the transition from Nextel to Verizon and is at no additional cost to the district. This puts us on the same communication plan with the Township Police and Public Works.
  - h. +Trane, to renew for remote HVAC monitoring service, in the amount of \$6,180 (anticipated \$20,886 prior year).
  - i. Treasurer-Mr. Thomas A. Haje, to extend existing professional contract to December 2012 under same terms and conditions as prior year (Fee for FY11-12: \$8,491, third year no increase).
  - j. EJA & Associates as Insurance Broker of Record for SY 2012-13-No additional fee to Board
  - k. +Educere, to renew agreement for home instruction and summer school at a rate of \$34.50/hr. or \$345/wk. for 2011-2013
5. +Motion to accept \$28,625 grant award under Bordentown Residents Against Drugs ("B.R.A.D."); with funds to be fully expended by December 31, 2012 or unused amounts refunded.
6. +Motion to approve purchase of one 54-passenger school bus (front engine) through the Middlesex Regional Education Services Commission (MRESC) at a total price of \$81,710.29, per MRESC bus bid #11/12-46 is attached. A portion is to be reimbursed by insurance. This replaces a vehicle lost in the January 2012 fire.
7. +Motion to append existing lease with Ricoh to add a new copier for PMS to replace a 10+ year un-repairable machine at an incremental monthly lease of \$188.39 (plus \$.0073 per copy to 20,000 copies per month) over the remaining 43 month current lease with Ricoh.
8. Resolution to approve Maximum Travel Expense for BRSD for 2012/2013 school year, not to exceed \$50,000.

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9. Approval for Payment of Bills between Board meetings as needed.
- 10.+Motion to approve 2012-2013 New Hanover tuition contract.
11. Motion to deposit a combined total of up to \$300,000 in the Maintenance Reserve and/or the Capital Reserve, if determined to be prudent given the need for long term financial planning and budgeting, as permitted by NJSA 18A:7F-41/NJAC 6A:23A-14-3.
- 12.+Motion to award lawn maintenance service bid to Clintar New Jersey for school year 2012-13, in the amount of \$56,550 in accordance with the bid specifications. This is for all schools excluding CBS & MIS, which will be maintained by district staff.
- 13.+Motion to approve breakfast/lunch prices 2012-2013  
Full Price: FY 12-13

Breakfast-BRHSDaily \$1.85	[\$9.25 per week]
Breakfast-BRMSDaily \$1.60	[\$8.00 per week]
Breakfast-ElementaryDaily \$1.35	[\$6.75 per week]
Lunch-BRHS Daily \$3.05	[\$15.25 per week]
Lunch-BRMS Daily \$2.75	[\$13.75 per week]
Lunch-ElementaryDaily \$2.55	[\$12.75 per week]
Adult Daily \$3.85	[\$19.25 per week]

No change in reduced breakfast (at \$.25 per day) and reduced lunch (at \$.40 per day). Prices reflect a \$.10 increase for students and a \$.20 increase for staff over 2011/12. This is the first adjustment since 2007/08.

**INFORMATION:**

- 14.+Unexpended Bond Proceeds Report from the 2010 referendum project

ON A ROLL CALL VOTE (Items 1-11; 13):

AYES: Ms. Dansbury, Mr. Drew, Ms. Gens, Ms. Goff, Ms. Hartmann, Mr. Potts, Ms. Wehrman, Ms. Zablow and Mr. Dalton. NOES: None.

ABSTENTIONS: None. ABSENT: None.

Motion unanimously approved.

ON A ROLL CALL VOTE (Item 12):

AYES: Ms. Dansbury, Ms. Gens, Ms. Goff, Ms. Hartmann, Mr. Potts, Ms. Wehrman, and Ms. Zablow. NOES: Mr. Dalton and Mr. Drew.

ABSTENTIONS: None. ABSENT: None.

Motion approved by majority.

**N. POLICY** - None

**O. CURRICULUM REPORTS**

**A motion was made by Ms. Wehrman, seconded by Ms. Goff to approve the following:**

1. +Motion to approve Purchase of Algebra I Textbook (Estimated \$15,159)
2. +Motion to approve Articulation Agreement - Addendum between TCNJ and BRSD (\$.75 per enrolled student, not to exceed \$3,750)
3. Motion to approve student of staff member to attend Kindergarten at CBS as an out-of-district student for the 2012-2013 school year.

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4. Motion to approve NJSIAA and BCSL Membership for 2012-2013
5. Motion to approve use of district bus to transport Mr. Kevin Wright and a group of current and former students of the district to the Philadelphia Airport on June 26, 2012 and return on July 2, 2012. The cost of transportation will be paid by the students and staff using the bus. This is not a school event, as the students are traveling with Mr. Wright on a private excursion.
6. +Motion to approve 2012-2013 Field Trips
7. +Motion to approve Jasper T. Daniels, Jr. 2012 Summer Youth Program to use CBS from July 5 - 31, 2012, as was approved last year.
8. Motion to approve Mt. Zion Vacation Bible School to use the CBS for one week in July, as has been approved for many years in the past.

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

AYES: Ms. Dansbury, Mr. Drew, Ms. Gens, Ms. Goff, Ms. Hartmann, Mr. Potts, Ms. Wehrman, Ms. Zablow and Mr. Dalton. NOES: None.

ABSTENTIONS: None. ABSENT: None.

Motion unanimously approved.

**P. DISCUSSION/INFORMATION ITEMS**

1. +Revised Board Committee List; inquiries by Ms. Zablow on changes to her assignment(s).
2. Recognize Sodexo Food Services and district staff for winning Bronze Award for excellent service.

**Q. NEW HANOVER REPORT** - Chris Sirak

- CSA/Principal: Resigning effective 6/30/12; need a replacement.
- Construction update: Entering Phase III
- Curriculum/instruction: Mapping kids to measure progress

**R. PUBLIC FORUM**

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. The board may set time limits for the Public Forum and will let the public know of these restraints at the beginning of each Public Forum session.

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.

- Mark Roselli: Inquiries on selection of insurance broker and cost, with opinion on alternative approaches; inquiries on lawn maintenance bid selection with respect to possibility of shared services with Township; opined on solar project/S-RECs results indicating he foretold years before that the expected revenue results were too high; opined on bussing with respect to hold-harmless/release of claims; thanked District's Special Education staff for their assistance over the years.



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- Marianne Jackson: Thanked Board for supporting "Girls On The Run" event
- Michael Dauber: Update on shared services meetings; explained change in processing BRAD funds (entire amount now forwarded to the District); asked that Board keep tax burden in mind with respect to debt service; glad to see District also changing to Verizon, consistent with the Township.

**S. EXECUTIVE SESSION RESOLUTION - None**

**RESOLUTION: Open Public Meetings Act**

WHEREAS, N.J.S.A. 10:4-6, et. seq. (Open Public Meetings Act) provides that the Bordentown Regional Board of Education may exclude the public from that portion of the meeting at which the Board of Education discusses certain matters as set forth in N.J.S.A. 10:4-12; and

WHEREAS, the following subject shall be discussed on this date in a session of the Board closed to the public:

NOW, THEREFORE, BE IT RESOLVED that the aforestated meeting is closed to the public for the reasons set forth above in accordance with the Open Public Meetings Act; and,  
BE IT FURTHER RESOLVED that the discussion in closed session will be disclosed to the public at such time as it is no longer necessary to maintain the confidential nature of the items discussed.

**T. ADJOURNMENT**

A motion was made by Ms. Wehrman, seconded by Ms. Hartmann to adjourn the meeting at 9:15 p.m.  
Motion unanimously approved.

Respectfully submitted,

\_\_\_\_\_  
Thomas Dalton,  
Board President

\_\_\_\_\_  
Eloi Richardson,  
School Business Administrator/  
Board Secretary