

Board of Education – Bordentown Regional School District

Action Meeting Agenda

January 18, 2017

**BORDENTOWN REGIONAL HIGH SCHOOL – LIBRARY
7:00 PM ~ PUBLIC SESSION**

A. CALL TO ORDER

+Document Provided

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 18, 2017 through January 3, 2018 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 5, 2017.

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

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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 1/4/2017.

_____, Board Secretary

E. STUDENT REPRESENTATIVES

Emma Russell – BRHS

F. RECOGNITION/PRESENTATION

1. FY2015-16 Audit Presentation (Comprehensive Annual Financial Report “CAFR”) and discussion of Audit Recommendations—Mr. John Maley of the auditing firm Holman, Frenia, Allison, P.C.

[Note: Copies of the CAFR were previously distributed to Board members and posted on the District’s website].

G. 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 (5) minutes** and limited to a **thirty (30) minute total**. Please state your name and address for the record.

H. UNFINISHED BUSINESS

I. CONSENT AGENDA APPROVAL

1. +Motion to approve Travel/Mileage reimbursement requests
2. +Motion to approve Minutes, December 7, 2016
3. +Motion to approve Bill List, November and December, 2016
4. +Motion to approve Board Secretary/Treasurer Report, November and December, 2016
5. +Motion to approve Substitute List

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- 6. +Motion to approve 2017 TCNJ Student Practicum placements
- 7. +Motion to approve Special Education Student Placement
- 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	728
BRMS	589
MIS	379
CBS	245
PMS	536
	2,477

J. COMMITTEE REPORTS

- 1. +Board of Education 2017 Standing Committee Appointments

K. SUPERINTENDENT'S REPORT

- 1. No HIB incidents to report at this time

L. CURRICULUM REPORT

- 1. + Motion to approve and submit to the Burlington County DOE the 2016 Elementary and Secondary Education Act (ESEA) Accountability Action Plan.
- 2. +Motion to approve sponsorship of one (1) student to attend the American Legions' Boys State Program for 2017 at a cost of \$250.
- 3. +Motion to approve sponsorship of one (1) student to attend the American Legions' Girls State Program for 2017 at a cost of \$250.
- 4. +Motion to approve a field trip for PMS to take their Safety Patrol to see a Trenton Thunder Baseball Game on Thursday, May 25, 2017. Approximately 56 students will attend. Buses will leave at 9:00 am and return approximately 2:30 pm. Students will pay \$6 each and bring their own lunch or \$10 each for lunch included.
- 5. +Motion to approve additional LA field trip for PMS to Patriot's Theater at the War Memorial, Trenton, NJ at an approximate cost of \$11 per student.
- 6. +Motion to approve additional LA field trip for PMS to the Bordentown Library, Bordentown, NJ. There is no cost for this trip.

M. PERSONNEL REPORT

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 from Ms. Kimberly Okeson from the position of General (cafeteria) Aide, effective January 3, 2017.
- 2. +Motion to approve Mr. Jason Zablow as a full-time Physical Education/Health teacher at BRHS, effective as soon as released from his current position, Step 3, BA, with a pro-rated salary of \$52,412. This replaces a promotion.
- 3. +Motion to approve **Ms. Danielle Jacqueline Weber** as a part time, 16.25/hr/wk General (cafeteria) Aide at PMS, effective February 2, 2017 or as soon as released from her current position, Step 1, with a pro-rated salary of \$9,631.

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4. Motion to approve Mr. Brian Schoen (advisor for the Class of 2017) to accompany the senior class on the Florida trip in March, 2017. Mr. Schoen will be paid at Step 1, with a stipend of \$1,285.30 for this trip.
5. Be it resolved that the commencement of leave of absence requested by employee #5337, effective April 17, 2017 through approximately June 30, 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.
6. Be it resolved that the commencement of leave of absence requested by employee #4662, effective February 1, 2017 through approximately February 21, 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.
7. Be it resolved that the commencement of leave of absence requested by employee #4098, effective January 10, 2017 through approximately February 20, 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 #4979, effective May 22, 2017 through January 19, 2018 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 #5795, effective May 8, 2017 through January 19, 2018 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 Jamie Carswell, a student of TCNJ, as a practicum student at PMS, February 6, 2017 through March 10, 2017 under the mentorship of Ms. Kathryn Sakowski.
11. Motion to approve Kathleen Dunn, a student of Rider University, as a student teacher at BRHS, January 23, 2017 through April 28, 2017 under the mentorship of Ms. Scottie LaMarra.

INFORMATION

12. **+JOB POSTINGS:** PMS 16.25/hrs/wk General (Cafeteria) Aide – BRMS Leave Replacement full-time Science Teacher – BRHS Varsity Assistant Baseball Coach – BRHS Assistant Spring Track Coach – **MIS Leave Replacement Learning Disabilities Teacher – MIS Leave Replacement Elementary Guidance Counselor**

N. BUSINESS, FINANCE & OPERATIONS

1. +Motion to accept Board Secretary's Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status at November 30, 2016 and December 31, 2016.
2. +Motion to approve Transfer of Funds, November and December, 2016.
3. Motion to accept the FY2015-16 Comprehensive Annual Financial Report, "CAFR". [There were no reported audit findings, hence, no corrective action plan is needed]
4. +Motion to renew contract with Administration Software Application, Inc., "ASAP", to provide online registration and data management services to CDA at an annual single cost of \$4,500 for the period January 2017 to December 2017. [NO change from 2016]
5. Motion to approve tuition revenue contract in the amount of \$10,438.40; pro-rated December 1, 2016 through June 30, 2017 (Annual tuition \$14,912) with Trenton Public School District for a regular education homeless student in grade 11 at BRHS.

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6. +Motion to approve CDA's operational/fiscal budget for FY 2017-18.
7. Motion to approve one out of district placement to Delaware Valley School for Exceptional Children, effective 1/3/17 with tuition of \$36,127.30.
8. Motion to approve the following Joint Agreements Payable to Bordentown Regional School District:
 - BURLINGTON CITY SCHOOL DISTRICT
 - a. To transport Burlington City Boys Basketball to Wildwood Convention Center, December 27, 2016.
Total cost \$537.53
 - EDGEWATER PARK SCHOOL DISTRICT
 - a. To transport students home from Magowan Elementary School, December 16, 2016.
Total cost \$151.83
 - ROBBINSVILLE SCHOOL DISTRICT
 - a. To transport Pond Road MS Wrestling Team to Northern Burlington HS, December 6, 2016.
Total cost \$179.41.
 - b. To transport Robbinsville HS Ice Hockey Team to Mercer County Park, December 7, 2016.
Total cost \$138.36.
 - c. To transport Robbinsville Swim Team to Hamilton West HS, December 7, 2016.
Total cost \$151.52
 - d. To transport Robbinsville HS V/JV Girls Basketball to Montgomery HS, December 13, 2016.
Total cost \$193.90.
 - e. To transport Robbinsville HS Swim Team to Pennington HS, December 13, 2016.
Total cost \$229.92.
 - f. To transport Robbinsville HS Swim Team to Hamilton West HS, December 14, 2016.
Total cost \$146.72.
 - g. To transport Robbinsville HS Swim Team to Hamilton West HS, December 19, 2016.
Total cost \$146.72.
 - h. To transport Pond Road MS Boys Basketball Team to Stone Bridge Middle School, December 20, 2016. Total cost \$140.77.
 - i. To transport Robbinsville HS Swim Team to Hamilton West HS, December 29, 2016. Total cost \$146.72.
 - j. To transport Robbinsville HS Boys Basketball Team to CYO Trenton, December 27, 2016. Total cost \$192.61.
 - k. To transport Robbinsville HS Wrestling Team to Middletown HS, December 27, 2016. Total cost \$479.61.
 - l. To transport Robbinsville HS Boys Basketball Team to CYO Trenton, December 29, 2016. Total cost \$112.15.

O. POLICY

P. PUBLIC COMMENTS

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Q. NEW BUSINESS

R. ADJOURNMENT