

Board of Education – Bordentown Regional School District

Action Meeting Agenda

August 17, 2016

**BORDENTOWN REGIONAL HIGH SCHOOL – LIBRARY
6:30 PM ~ EXECUTIVE SESSION
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 20, 2016 through December 7, 2016 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 11, 2016.

The change in time for this meeting was conveyed to the Burlington County Times and the Trenton Times on August 8, 2016.

The notice of a public hearing for adoption of a refunding bond ordinance was conveyed to the Burlington County Times and the Trenton Times on August 2, 2016.

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

B. FLAG SALUTE/SILENT REFLECTION

C. ROLL CALL

D. EXECUTIVE SESSION

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;

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_____ 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);

X 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 Termination of Employee);

_____ 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.

_____, Board Secretary

E. PUBLIC HEARING; BOND REFINANCING

1. Presentation/Public Hearing. Presentation given by Phoenix Advisors, LLC
2. +Motion for final adoption of Refunding Bond Ordinance authorizing the issuance of refunding bonds of the Bordentown School District to effect interest cost savings by the refinancing of certain outstanding School Bonds of the District (first reading was May 4, 2016).

REGULAR PUBLIC MEETING AGENDA

F. RECOGNITION/PRESENTATION

1. Congratulations to Mr. Michael Brennan for his work in receiving a two year grant from the Haines Family Foundation “...for the exclusive purpose of providing technology in the hands of teachers of the Bordentown Regional School District via equipment and training” and thanks to the Bordentown Regional School District Educational Foundation for its assistance in facilitating this grant. Funds will be remitted over two years, with the first by August 1, 2016, and subject to satisfactory fulfillment of the grant provisions, the second no later than August 1, 2017.

G. STUDENT REPRESENTATIVES

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H. 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.

I. UNFINISHED BUSINESS

J. CONSENT AGENDA APPROVAL

1. +Motion to approve Travel/Mileage reimbursement requests
2. +Motion to approve Executive Minutes and Minutes, July 13, 2016
3. +Motion to approve Bill List, June 2016 and July 2016
4. +Motion to approve Board Secretary/Treasurer Report, June 2016 and July 2016
5. +Motion to approve Substitute List for the 2016-17 School Year
6. +Motion to approve Out of District Placements for the 2016-2017 School Year

K. COMMITTEE REPORTS

1. Negotiations Committee Meeting, August 17, 2016 – Mr. Stephen Heberling, Chair

L. SUPERINTENDENT'S REPORT

1. No HIB Incidents to report at this time.
2. Motion to approve Florence Township Memorial HS to join the BRHS Wrestling Program as a cooperative sports program during the winter of 2016-17 SY. This is a 2 year plan to increase participation numbers and help improve the quality of the program.

M. CURRICULUM REPORT

1. +Motion to approve and submit the NJ Department of Education Statement of Assurance for the requirements of the District Professional Development Plan for the 2016-2017 SY.
2. Motion to approve association with Burlington County Professional Development Institute (BCPDI) for the 2016-2017 SY. The participation fee is \$1.35 per student enrolled based on the district's October 2015 ASSA resident student count and will not exceed \$3,500. As a participating district, staff and administrators will be entitled to all workshops offered by the BCPDI at no additional cost.
3. +Motion to approve Sgt. Matthew Crowell, Township Police Officer and School Resource Officer to start and run the L.E.A.D. Program (Law Enforcement Against Drugs) for grades 5th through 8th at the middle school. The program helps students resist pressures which may influence them to experiment with alcohol and drugs and help students manage peer pressure. There is no cost to the District.
4. **Motion to approve one child of a staff member to attend PMS for the 2016-2017 School Year.**

N. **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.

1. Motion to accept Superintendent's recommendation to dismiss employee #6423, effective August 18, 2016.
2. Motion to accept resignation from Mr. Michael Sullivan from the position of HS Technology Teacher and Technology Club Advisor, effective September 7, 2016 or as soon as the position is filled.
3. Motion to accept resignation from Ms. Donna Furda from the position of Instructional Aide at CBS, effective immediately.
4. **Motion to accept resignation from Ms. Penny McCutcheon from the position of General Aide at PMS, effective immediately.**
5. Motion to accept resignation from Mr. Larry Carthan from the position of BRHS Spring Track Coach.
6. Motion to accept resignation from Ms. Elizabeth McGowan from the position of Assistant Marching Band Director.
7. **Motion to approve Ms. Cheryl Glitz as the Assistant Marching Band Director at BRHS, Step 1, with a stipend of \$2,168.**
8. **+Motion to approve Ms. Cheryl Glitz as a part-time, 14.5 hours/week, Instrumental Band teacher at MacFarland Intermediate School, effective September 1, 2016, MA, Step 1, with a salary of \$22,370.**
9. +Motion to approve **Ms. Kimberly Okeson** as a part-time, 16.25 hr/wk. general Aide at PMS, Step 1 with a salary of \$9,555, effective 9/1/16. This replaces a resignation.
10. +Motion to approve **Ms. Dana Marzella** as a full-time Special Education Teacher at BRMS, Step 4, BA, with a salary of \$52,482, effective 9/1/16. This replaces a resignation.
11. +Motion to approve **Ms. Tamia Patrick** as a full-time Technology Education Teacher at BRHS, Step 7, MA, with a salary of \$59,828, effective 9/1/16. This replaces a resignation.
12. +Motion to approve Ms. Britlyn Greimel as a full year, long term leave replacement at PMS, Step 1, MA, with a salary of \$54,035, effective 9/1/16 through 6/20/17.
13. +Motion to approve Ms. Michele Enrico to continue as a long term leave replacement at Peter Muschal School, effective 9/23/16 through 2/6/17. Ms. Enrico will continue be compensated at Step 1, BA, with a salary of \$50,982. Ms. Enrico did a full year leave replacement at PMS during the 2015-16 SY.
14. +Motion to approve Ms. Kerri McQueen to continue as a long term leave replacement at Peter Muschal School, effective 9/1/16 through 12/21/16. Ms. McQueen will continue to be compensated in accordance with the long term, per diem substitute pay scale.
15. Motion to approve Ms. Kara Lynch to teach an additional class, Hospitality and Tourism, for semester 2 during her prep period at a compensation of \$4,370.40, at BRHS.
16. Motion to approve Mr. Steve Perry to teach an additional class, Health & PE, Grade 11, for semester 2 during his prep period at a compensation of \$5,022.00, at BRHS.
17. Motion to approve Ms. Jessica Borek as the BRMS ELPAT Coordinator for the 2016-17 SY. Ms. Borek will serve as the sixth grade coordinator at a compensation of \$2,365.27.
18. Motion to approve Mr. Stephen Koch as the BRMS ELPAT Coordinator for the 2016-17 SY. Mr. Koch will serve as the seventh and eighth grade coordinator at a compensation of \$4,736.62.
19. Motion to approve Ms. Rochelle Gallo as BSAS Childcare for CDA, effective August 18, 2016 at a wage of \$13/hr.

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- 20. +Motion to amend the salary/step placement for Ms. Danielle King to full-time Teacher of Mathematics at BRMS, effective September 1, 2016, MA, Step 7, with a salary of \$59,828. Ms. King was inadvertently approved at BA, Step 7.
- 21. Be it resolved that the commencement of leave of absence requested by employee #4561, effective September 1, 2016 through approximately October 12, 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.
- 22. Be it resolved that the commencement of leave of absence requested by employee #5340, effective September 6, 2016 through approximately October 14, 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.
- 23. Motion to approve Ms. Paula Mann to provide after school specialized reading support to a student at MIS due to the students IEP, effective 9/13/16. Ms. Mann will work with the student no more than twice a week for one hour each (total of 2 hrs./wk) and will be compensated at \$35.89/hr.
- 24. Motion to approve Ms. Jan Wilson to provide tutoring/reading support to an out of district student during the Extended School Year (7/5/16 – 7/2016) due to the students IEP. An individualized and comprehensive program was designed for this student during ESY in place of him attending his out of district school for Extended School Year. Ms. Wilson will be compensated at \$35.89/hr.
- 25. Motion to approve the following staff members to be relocated for the 2016-2017 school year:
 - a. Victoria Bryant from PMS to MIS
 - b. Kimberly Rosenberg from PMS to MIS
 - c. Jill Wingo from PMS to MIS
 - d. William Lloyd from PMS to BRHS
 - e. Jason D’Annunzio from BRHS to PMS
 - f. Chelsea Kehr from CBS to PMS
 - g. Donna Esposito from MIS to BRMS
- 26. Motion to approve the following 2016-2017 BRHS Club and Activity Advisors:

Name	Activity/Club	Stipend
Amy Wright	Technology Student Association	Step 1 \$897
Matthew Gens	Newspaper Advisor	Step 1 \$1,720

- 27. Motion to amend Mr. James Wick as a 2016-17 Assistant Football Coach for BRHS, Step 1, with a stipend of \$4,561. Mr. Wick was previously approved as a Co-coach (half stipend).
- 28. Motion to approve Mr. Wayne Cobbs as a 2016-17 Volunteer Football Coach for BRHS.
- 29. Motion to approve Mr. Rodney Allen as a 2016-17 Volunteer Football Coach for BRHS.
- 30. Motion to approve Mr. James Gill as a 2016-17 Volunteer Wrestling Coach for BRHS.
- 31. Motion to approve Mr. Ryan Kent, a Kean University student, as a student teacher with Ms. Erica Wright and Ms. Francine Spinosa for Health and Physical Education, September 1, 2016 through December 20, 2016.
- 32. Motion to approve Mr. Brian Quindlen, a TCNJ student, as a student teacher with Mr. Michael Brennan, September 1, 2016 through December 15, 2016.

INFORMATION

- 33. **+JOB POSTINGS:** BRMS Principal – MIS full-time Librarian/Media Specialist – Full-time School Maintenance Mechanic – MIS part-time Instrumental Music Teacher – BRHS full-time Industrial Arts/Technology Teacher – BRHS Assistant Marching Band Director –

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O. BUSINESS, FINANCE & OPERATIONS

1. +Motion to accept Board Secretary’s Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status at June 30, 2016 and July 31, 2016.
2. +Motion to approve Transfer of Funds for June and July, 2016.
3. Motion to approve payment of staff salaries and estimated benefits from the 2016-17 ESSA-NCLB grant as follows:

Staff Member	Position	A/C (Fund 20)	Total Annual Salary *	Salary Charged To Grant *	% Charged To Grant	Estimated Benefits
<u>NCLB--Title IA</u>						
Guido, Alexandar	Teacher	231-100-101	\$ 65,600	\$ 47,295	72.1%	\$ 7,943
Mitchell, Elizabeth	Teacher	231-100-101	\$ 86,343	\$ 58,339	67.6%	\$ 7,943
Pfenninger, Katelyn	Teacher	231-100-101	\$ 50,982	\$ 12,239	24.0%	\$ 7,943
King, Danielle	Teacher	231-100-101	\$ 57,775	\$ 19,132	33.1%	\$ 7,943
Blask, Margaret	Teacher	231-100-101	\$ 53,408	\$ 15,745	29.5%	\$ 7,943
				\$ 152,750		\$ 39,715
<u>NCLB-Title IIA</u>						
Mangene, Wendy	Teacher	270-100-101	\$ 52,482	\$ 26,000	49.5%	\$ 6,760
* Salaries are current for FY15 and are subject to change on final settlement of the the labor contract which expired 6/30/2015.						

4. +Motion to submit to the Department of Education the FY2016-17 IDEA grant application and accept receipt of such funds as follows: IDEA-Basic for \$541,247 and IDEA-Preschool for \$26,246.
5. +Motion to renew contract with Hamilton Lanes for practices and matches by the High School Bowling Team for the 2016-17 SY, at an annual fee of \$4,000. (2015-16 was \$3,850)
6. Motion to approve using Hanover Golf Course for practices and matches by the High School Golf Team during the 2016-17 SY. (The district will be billed for the use of the golf course; 2015-16 was \$600)
7. Motion to approve annual travel reimbursement not to exceed \$300 for “regular business travel”, as permitted by Board Policy #9250 and NJAC 6A:23A-7.3(b), for Ms. Caren Guyett, School Psychologist. Specific mileage and destinations will be submitted to justify actual expenses; costs exceeding this limit will require specific Board approval(s).
8. +Motion to renew a three (3) year contract with Hobsons, effective 9/01/2016, for use of the Naviance college and career database by district students, at a discounted fee of \$17,272.50, payable over three years (annual average of \$5,757.50; FY16 cost: \$5,544.30).
9. Motion to approve a 1:1 bus aide for one student at Archway Program at a per diem rate of \$45/hr, effective July 1, 2016 through June 30, 2017.
10. Motion to approve Brett DiNovi & Associates to provide the district with behavioral supports, trainings and evaluations during the 2016-2017 school year, at a rate of \$105/hr., not to exceed \$15,000.
11. +Motion to adopt updated billing rates, inclusive of direct personnel; (i.e.: drivers and, if applicable, aides/ others); allocable indirect/overhead costs, and reimbursable expenses (i.e.: parking; tolls; etc.), chargeable for use of District buses/vans for other than “to and from school” and “school related activities”, effective 9/01/2016, with all such requests subordinated to the District’s normal student operational needs and requirements.
12. Motion to authorize the School Business Administrator, as the District’s representative (“Fund Commissioner”) to the School Alliance Insurance Fund (SAIF) in which the District is a member, to execute all necessary documents to participate in SAIF’s Excess School Leader’s Professional Liability coverage, effective July 1, 2016 to June 1, 2017. [This will effectively coordinate the school leaders’ errors and omissions liability limit to those currently in place for general and auto liabilities.]

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13. Motion to accept a check in the amount of \$1,000 for the funding of the Ellen Rosenberg Wehrman Social Studies Award, donated by Mrs. Ellen Rosenberg Wehrman's family.
14. Motion to accept the first installment (\$35,000) of a two year grant from The Haines Family Foundation "...for the exclusive purpose of providing technology in the hands of teachers of the Bordentown Regional School District via equipment and training". [Subject to satisfactory fulfillment of the grant provisions, the second installment would be due no later than August 1, 2017].

P. POLICY

Q. 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.

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.

R. NEW BUSINESS

S. ADJOURNMENT