

MINUTES - February 27, 2008

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 Mr. Gabauer 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 May 2, 2007 through April 9, 2008 was conveyed to the Burlington County Times, The Register News, and the Trenton Times on May 4, 2007. Adequate notice regarding the change of this meeting was conveyed on January 25, 2008.

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

B. FLAG SALUTE/SILENT REFLECTION

The Board 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. Cheesman, Ms. Dansbury, Ms. Gens, Ms. Glenn, Mr. Lynch, Ms. Trogdon, Ms. Zablow, Mr. Slater (non-voting member), and Mr. Gabauer. ABSENT: Ms. Wehrman.

Also attending were: Dr. Diane DeGiacomo, Superintendent, and Mrs. Peggy A. Ianoale, School Business Administrator/Board Secretary.

Staff attending were: Louise Sullivan, Serena Rosen, Patrick Lynch, Mark Damon, Dan Riether, Rob Walder, Norine Gerepka, Reba Snyder, Sam Tola, Kathleen Siegfried, Louisa Kenny.

Visitors attending: No one signed in.

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D. BUDGET DISCUSSION

1. Cover Memo from Mrs. Ianoale
 - a. Approve budget to submit to the County Office; Resolution attached

A motion was made by Ms. Glenn, seconded by Ms. Dansbury to approve the 2008-2009 School Budget as presented. This will be forwarded to the County Office and County Board of Elections.

2/27/2008

**RESOLUTIONS APPROVING SUBMISSION OF 2008-2009
SCHOOL YEAR BUDGET**

1. BE IT RESOLVED to approve a 2008-2009 school district budget for submission to the voters as follows:

PROPOSED 2008-09 BUDGET:

| | <u>BUDGET</u> | <u>LOCAL TAX LEVY</u> |
|---------------------------------|----------------------------|----------------------------|
| General Fund | \$34,414,483 | \$23,001,615 |
| Special Revenue Fund | \$ 647,227 | |
| Debt Service Fund | \$ 2,816,878 | \$ 2,588,063 |
| <u>Total Base Budget</u> | <u>\$37,878,588</u> | <u>\$25,589,678</u> |

ON A ROLL CALL VOTE: AYES: Ms. Cheesman, Ms. Dansbury, Ms. Gens, Ms. Glenn, Mr. Lynch, Ms. Trogdon, Ms. Zablow. NOES: Mr. Gabauer. ABSTENTIONS: None. ABSENT: Ms. Wehrman.
Motion approved by a majority vote.

E. CONSENT AGENDA APPROVAL

Reading & Approval of Minutes (F.1)
Approval of Substitute Personnel (M.2)
Acceptance of Business & Financial Reports (T.1)
Acceptance of Enrollment/Fire Drill Reports (U.1)
Approval of Out of District Placements (U.2)

A motion was made by Ms. Trogdon, seconded by Ms. Gens to approve the Consent Agenda.

ON A ROLL CALL VOTE: AYES: Ms. Cheesman, Ms. Dansbury, Ms. Gens, Ms. Glenn, Mr. Lynch, Ms. Trogdon, Ms. Zablow, and Mr. Gabauer. NOES: None. ABSTENTIONS: None. ABSENT: Ms. Wehrman.
Motion unanimously approved.

F. PRESIDENT GABAUER'S REPORT

1. Motion to approve Minutes: 1/9/08, 1/16/08, 1/23/08. (**CONSENT AGENDA**)

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G. PUBLIC FORUM

H. ATHLETIC REPORT - Ms. Heather Cheesman

No report

I. BUILDINGS & GROUNDS REPORT - Mr. Brian Lynch

No report

J. CURRICULUM/STUDENT ACTIVITIES REPORT - Ms. Chris Trogdon

1. Meeting at 6:00 p.m. - 2/27/08. Dr. DeGiacomo will do the Minutes.

K. FINANCE REPORT - Ms. Pauline Glenn

No report

L. NEGOTIATIONS REPORT - Ms. Joann Dansbury

An Administrators' Negotiations meeting is scheduled for March 5, 2008.

M. PERSONNEL REPORT - Ms. Kim Zablow

A motion was made by Ms. Glenn, seconded by Ms. Trogdon to approve the following:

1. 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. Affidavits from the applicants attesting to no criminal record are in the Superintendent's possession. Staff members to whom this resolution applies are noted in **bold** print.

a. Motion to approve Ms. Erica DiStefano as BRMS Supervisor for CE/R CHILD Program, Tuesday, Wednesday & Thursday 3-6p.m. - \$20.00 per hour.

b. Motion to approve Mr. Kevin Wright as BRMS Assistant for CE/R CHILD Program, Tuesday, Wednesday & Thursday 3-6p.m. - \$15.00 per hour.

c. Motion to approve **Ms. Sharon Scully** as PMS Counselor for CE/R CHILD Program, Monday through Friday 3-6 p.m., \$9.50 per hour.

d. Motion to approve **Mr. Mark Brown** as Counselor at PMS for CE/R CHILD Program, Monday through Friday 3-6p.m.

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M. PERSONNEL REPORT - Ms. Kim Zablow (continued)

- e. Motion to approve Mr. Matthew Gens and Mr. Casey McAleer as Newspaper Club Advisors at BRHS; ½ of Stipend = \$756.50, which they will split for \$378.25.
- f. Motion to approve Ms. Lauren DellaFave for 25.5 part time instructional aide position at PMS. This fills a vacancy created by Ms. Kaitlyn Prairie, who is going to Basic Skills. This position will be Step 1, with a salary of \$13,352 prorated.
- g. Motion to approve compensation to Ms. Michele Quigley, BRHS Special Ed. teacher, to work as an aide to support 7th period Resource class during her prep period. She will be compensated \$34.50 per hour, prorated.
- h. Motion to accept resignation of Ms. Constance McMillin from the position of Drama Advisor at BRMS.
- i. Motion to accept, with best wishes, retirement of Ms. Marianne Chorba from the position of 4th grade teacher at MIS, effective June 30, 2008.
- j. Motion to approve unpaid leave request from Ms. Laurie Gambogi from the position of ESL Teacher. She is currently on leave and would like to extend her request through the 2008-2009 school year.
- k. Motion to approve leave of absence for Ms. Andrea Minster from the position of 3rd grade teacher at CBS. She will use 13 accumulated paid sick days from 4/3/08 to 4/21/08 and 20 accumulated paid sick days from 4/22/08 to 5/20/08. She is requesting 6 weeks of unpaid family leave from 5/20/08 to 6/30/08.
- l. Motion to approve leave of absence for Ms. Courtney Finn from the position of Speech Language Specialist at Clara Barton Elementary School, effective April 14, 2008 through June 30, 2008. She will use 20 accumulated paid sick days before the birth and 20 accumulated paid sick days after the birth.
- m. Motion to approve unpaid family leave of absence for Ms. Denise Ehner from the position of School Psychologist, effective March 14, 2008 through May 19, 2008.

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M. PERSONNEL REPORT - Ms. Kim Zablow (continued)

- n. Motion to approve termination of Ms. Jenny Sprague from the position of bus attendant, effective February 20, 2008.
- o. Motion to approve the following Spring Coaches:
 - Mr. Matt Savoy - BRMS Assistant Softball Coach
 - Ms. Meghan Savoy - BRMS Volunteer Softball Coach
 - Mr. Bryan Schaffer - BRMS Volunteer Baseball Coach
 - Mr. Gilly Morales - BRMS Volunteer Baseball Coach
 - Mr. Ernest Covington - BRHS Assistant Baseball Coach
 - Mr. Matthew Bell - BRHS Volunteer Baseball Coach
 - Mr. Christopher Mallett - BRHS Volunteer Golf Coach
 - Mr. Mike Sulish - BRHS Volunteer Golf Coach
- p. Motion to approve Spring 2008 Salary Adjustments for CEUs as follows:

*Spring 2008 Salary Adjustments
 Continuing Education Credits*

| NAME | FORMER STATUS | NEW STATUS | NEW SALARY | SALARY ADJUSTMENT |
|-------------------|----------------|-----------------|-------------|-------------------|
| Cifelli, Cheryl* | Step 19, BA+24 | Step 19, BA+30 | \$81,641.00 | \$ 65.00 |
| DeMas, Jennifer | Step 12, BA+6 | Step 12, BA+12 | \$57,586.00 | \$ 165.00 |
| Kopay, Julie | Step 2, BA+24 | Step 2, MA | \$48,302.00 | \$1,586.00 |
| Leasure, Barbara | Step 1.5, BA+6 | Step 1.5, BA+12 | \$45,681.00 | \$ 165.00 |
| Mann, Paula | Step 10, MA+24 | Step 10, MA+30 | \$57,219.00 | \$ 118.00 |
| Minster, Andrea | Step 7, MA+12 | Step 7, MA+18 | \$53,887.00 | \$ 176.00 |
| Quigley, Michelle | Step 3, BA+30 | Step 3, MA | \$50,502.00 | \$1,527.00 |
| Riley, Audrey | Step 11, BA | Step 11, BA+6 | \$56,247.00 | \$ 716.00 |
| Rosidivito, Julia | Step 2, BA+6 | Step 2, BA+12 | \$46,481.00 | \$ 165.00 |
| Sensi, Donna | Step 3, BA | Step 3, BA+6 | \$48,516.00 | \$ 716.00 |
| Sierra, Summer | Step 2, BA+18 | Step 2, BA+24 | \$46,716.00 | \$ 176.00 |
| Sprague, Joseph | Step 8, BA | Step 8, BA+6 | \$52,402.00 | \$ 716.00 |
| Stanton, Leona | Step 5, BA+6 | Step 5, BA+12 | \$50,432.00 | \$ 165.00 |

*11 month position - prorated

ON A ROLL CALL VOTE (items "a"- "d" and "f"- "p"):

AYES: Ms. Cheesman, Ms. Dansbury, Ms. Glenn, Mr. Lynch, Ms. Trogdon, Ms. Zablow, and Mr. Gabauer.
NOES: None. **ABSTENTIONS:** None. **ABSENT:** Ms. Wehrman.

Motion unanimously approved.

ON A ROLL CALL VOTE (item "e"):

AYES: Ms. Cheesman, Ms. Dansbury, Ms. Glenn, Mr. Lynch, Ms. Trogdon, Ms. Zablow, and Mr. Gabauer. **NOES:** None. **ABSTENTIONS:** Ms. Gens (**item "e" - related to Mr. Matthew Gens**)
ABSENT: Ms. Wehrman.

Motion approved by a majority vote.

INFORMATION:

q. **JOB POSTINGS:** BRHS Instructional Aide

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M. PERSONNEL REPORT - Ms. Kim Zablow (continued)

2. Approval of Substitute Personnel (CONSENT AGENDA)

Resolution: Criminal History Check

The following substitute staff, student teachers, positions, and rates of compensation as previously adopted are appointed for emergent hiring pending completion and certification of the State of New Jersey Criminal History Check. Affidavits are attached from the applicants attesting to no criminal record. (Substitutes to whom this applies are noted in **bold/black** type.)

a. Revised Substitute List

N. POLICY REPORT - Mr. Brian Lynch

No report

O. TECHNOLOGY REPORT - Ms. Joann Dansbury

No report

P. SPECIAL EDUCATION REPORT - Ms. Joann Dansbury

No report

Q. BCC REPORT - Ms. Heather Cheesman

No report

R. PTO/PTA/ED FOUNDATION REPORT - Ms. Peggy Gens

No report

S. SUPERINTENDENT'S REPORT - Dr. Diane DeGiacomo

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

1. Motion to approve new non-profit club at BRHS - Fashion On a Mission
2. Motion to approve Ms. Michele Fecher to be volunteer advisor for FOAM, if approved
3. Motion to approve BRHS student to remain for his senior year. Parent will provide transportation.
4. Motion to approve STARLAB, a portable planetarium, training for teachers in April 2008 and approval of media coverage for this training.
5. Motion to approve new Science Course Elective for 2008-2009 - Epidemiology

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S. SUPERINTENDENT'S REPORT - Dr. Diane DeGiacomo
(continued)

6. Motion to approve adoption of new Biology textbook for BRHS

ON A ROLL CALL VOTE: AYES: Ms. Cheesman, Ms. Dansbury, Ms. Gens, Ms. Glenn, Mr. Lynch, Ms. Trogdon, Ms. Zablow, and Mr. Gabauer. NOES: None. ABSTENTIONS: None. ABSENT: Ms. Wehrman.

Motion unanimously approved.

7. Motion to approve:

Retaining current voting structure for CE/R:

- Where budget will require allocation of funds from the three CE/R entities, if CE/R is not self supporting
- In approving new CE/R programs or initiatives not in the current 2008 program
- For hiring/firing of program director or decreasing or increasing current administration staffing

Change to majority vote structure:

- Annual budget with above noted exception
- Any item not identified above

NOTE: No action was taken on the above Item 7. It is being held for the March 5, 2008 meeting.

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

8. Motion to approve 2 students to attend CBS for Kindergarten rather than PMS for 2008-2009

9. Motion to approve child of staff member to attend CBS for Kindergarten rather than PMS for 2008-2009

10. Motion to approve child of staff member to attend PMS for Kindergarten rather than CBS for 2008-2009

11. Motion to approve child of staff members to attend Kindergarten at CBS for 2008-2009

Motion unanimously approved, provided there is available space in sections at requested school.

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S. SUPERINTENDENT'S REPORT - Dr. Diane DeGiacomo
(continued)

A motion was made by Ms. Trogdon, seconded by Ms. Cheesman to approve the Revised 2008-2009 Single Sheet Calendar.

Motion unanimously approved.

T. SCHOOL BUSINESS ADMINISTRATOR'S REPORT - Ms. Peggy Ianoale

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

1. ACCEPTANCE OF REPORTS (CONSENT AGENDA)
Board Secretary's Report (Dec. & Jan.)
Treasurer's Report (Dec. & Jan.)
List of Bills
Transportation Report (Nov/Dec)
- 2.a. Acceptance of Board Secretary's Monthly Certification, Budgetary Line Item Status
- b. Certification of budgetary Major Account/Fund Status
3. Motion to approve Transfer of Funds
4. Motion to approve Rancocas Occupation Center as addition to allowed Workers' Compensation physicians.
5. Motion to approve Transportation Joint Agreement and Student Transportation Contract:
Student transportation Contract with a Contractor:
 - Rick Bus Company, Inc. - to transport one student to and from Midland School in North Branch, Route MID1, effective December 17, 2007 to June 30, 2008. Total cost: **\$30,245.00**
 - Rick Bus Company, Inc. - to transport one student to and from Rugby School in Wall, Route RUG1, effective December 17, 2007 to June 30, 2008. Total cost: **\$25,645.00**Joint Agreement Payable to Bordentown Regional School District:
 - Burlington City Board of Education - to transport one student to and from Smith School in Burlington City to Laurel Notch Motel, Bordentown, Route 101, effective January 24, 2008 to June 30, 2008. Total cost: **\$5,757.50**

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T. SCHOOL BUSINESS ADMINISTRATOR'S REPORT - Ms. Peggy Ianoale (continued)

6. Motion to approve Tuition Contract Agreement with New Hanover Township School District from September 1, 2008 through June 30, 2009, Grades 9-12:

| | | |
|--------------------------|---|--------------------|
| Grades 9-12 | 68 Regular Education Students x \$10,341 = \$ | 703,188 |
| | 22 Resource Room Students x \$15,160 = | 333,520 |
| | | <u>\$1,036,708</u> |
| 2005-06 Adjusted Tuition | | + 111,725 |
| | TOTAL | <u>\$1,150,433</u> |

7. Motion to approve Travel Logs

ON A ROLL CALL VOTE: AYES: Ms. Cheesman, Ms. Dansbury, Ms. Gens, Ms. Glenn, Mr. Lynch, Ms. Trogdon, Ms. Zablow, and Mr. Gabauer. NOES: None. ABSTENTIONS: None. ABSENT: Ms. Wehrman.

U. STUDENT/PROGRAMS

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

Acceptance of Enrollment & Fire Drill Reports (CONSENT AGENDA)

1. Acceptance of Enrollment & Fire Drill Reports (CONSENT AGENDA)

| <u>ENROLLMENT</u> | | <u>FIRE DRILLS</u> |
|-------------------|--------------|---------------------|
| BRHS | 765 | 01/08/08 & 01/22/08 |
| BRMS | 495 | 01/07/08 & 01/08/08 |
| MIS | 358 | 01/07/08 & 01/23/08 |
| CBS | 219 | 01/07/08 & 01/08/08 |
| PMS | 537 | 01/07/08 & 01/08/08 |
| | <u>2,374</u> | |

2. Motion to accept Out of District Placements (CONSENT AGENDA)

3. Students placed out of District

4. Homebound Instruction Report - December & January

Motion unanimously approved.

V. OTHER ADMINISTRATIVE REPORT(S)

No report

W. DISCUSSION/INFORMATION ITEMS - Dr. DeGiacomo

1. Letter from Bordentown Township regarding CE/R
2. BRMS Newspaper - *The Paw Print*
3. District Security Plan
4. BCSPSA Academic Awards Dinner, April 24, 2008; is anyone interested?

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X. NEW HANOVER REPORT

No report

**Y. STUDENT REPRESENTATIVES - Ms. Jaclyn Gabauer
and Ms. Harlee Gallo**

Ms. Gallo gave an update on activities at the high school.

Z. OLD BUSINESS

AA. BOARD AND PUBLIC FORUM

BB. EXECUTIVE SESSION (if necessary)

Not necessary

CC. ADJOURNMENT

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

Respectfully submitted,

John R. Gabauer, III
President

Peggy A. Ianoale
School Business Administrator/Board Secretary

