

Board of Education – Bordentown Regional School District

Action Meeting Agenda

March 15, 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. RECOGNITION/PRESENTATION

BRMS Choir; *Music in Our Schools Month* with Ms. Ellen Kirk
BRMS Math Competition Winners with Ms. Andrea Molnar

F. STUDENT REPRESENTATIVES

- 1. Mia Brown and Morgan Kato – BRMS
- 2. Morgan Papp - BRHS

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 and Executive Minutes for February 1, 2017 and Minutes for February 15, 2017
- 3. +Motion to approve Bill List, February 2017
- 4. +Motion to approve Board Secretary/Treasurer Report, February 2017
- 5. **+Motion to approve Substitute List**

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- 6. +Motion to approve Special Education Student Placement
- 7. +Motion to accept Director of Special Services Report
- 8. +Motion to accept Director of Curriculum and Instruction Report
- 9. +Motion to accept District Support Staff Report
- 10. +Motion to accept Enrollment & Principal Reports:

BRHS	727
BRMS	590
MIS	383
CBS	244
PMS	542
	2,486

J. COMMITTEE REPORTS

K. SUPERINTENDENT'S REPORT

- 1. +Motion to accept HIB Report & Determinations

School	# of Reports	# of HIB
CBS	1	1
PMS	2	0
MIS	<u>3</u>	<u>2</u>
BRMS	<u>1</u>	<u>1</u>
BRHS	0	0
TOTAL:	<u>7</u>	<u>4</u>

L. CURRICULUM REPORT

- 1. Motion to approve a field trip for the BRHS Photography Class and Art II Class to Princeton Museum on Friday, May 5, 2017 for approximately 32 students and chaperones. Cost is \$7.00 per student for transportation. There is no charge for the museum.
- 2. Motion to approve a field trip for the BRHS Photography Class to Bordentown City on Thursday, May 25, 2017 for approximately 15 students and chaperone. There is no cost for this trip.
- 3. Motion to approve a field trip for MIS on May 17 and May 18, 2017 to the Museum of American Revolution in Philadelphia for the 5th grade students. There is no cost to the district.
- 4. Motion to approve a field trip for MIS on May 23 and May 24, 2017 to Fernbrook Gardens in Chesterfield for the 5th grade students. There is no cost to the district.

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 approve Mr. Hamdi Ceylan as a full-time Desktop Support Technician, effective April 3, 2017, with a pro-rated salary of \$38,000. This replaces a resignation.**
- 2. Motion to approve an adjustment in salary to Mr. Henry Kotelnicki due to acquiring his boiler license. As per the negotiated agreement, each maintenance personnel will receive a stipend of \$928/year for obtaining their required boilers license.

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3. +Motion to approve Ms. Colleen Blake as a long term leave replacement at BRHS, effective March 13, 2017 through June 20, 2017. Ms. Blake will be compensated according to the long term leave pay scale. After 60 working days, Ms. Blake will be compensated at Step 1, BA, with a pro-rated salary of \$51,412.
4. Motion to approve Ms. Dawn Patterson for 10 days during the summer to continue planning for the 2017-18 school year. Compensation is in accordance with the negotiated agreement and Ms. Patterson's per diem rate, pro-rated for hours actually worked.
5. Motion to approve Ms. Toby Sebelist for 10 days during the summer to continue planning for the 2017-18 school year. Compensation is in accordance with the negotiated agreement and Ms. Sebelist's per diem rate, pro-rated for hours actually worked.
6. Motion to approve Mr. Doug Corbin for 10 days during the summer to continue planning for the 2017-18 school year. Compensation is in accordance with the negotiated agreement and Mr. Corbin's per diem rate, pro-rated for hours actually worked.
7. Be it resolved that the commencement of leave of absence requested by employee #6119, effective April 3, 2017 through April 7, 2017 and April 24, 2017 through May 12, 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 #5140, effective February 22, 2017 through approximately March 14, 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. Be it resolved that the commencement of leave of absence requested by employee #4659, effective April 18, 2017 through approximately June 13, 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.

INFORMATION

10. +JOB POSTINGS: (Repost) BRHS Band Front Coordinator –

N. BUSINESS, FINANCE & OPERATIONS

1. +Motion to accept Board Secretary's Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status at February 28, 2017.
2. +Motion to approve Transfer of Funds.
3. Motion to exercise renewal option #1 on contract with Clintar New Jersey to provide lawn maintenance services for all of the District's schools, per Bid #B&G 2015-04-01, dated May 21, 2015, in the amount of \$57,440; no change from prior year. [Note: The contract was for an initial two-year period ending June 30, 2017 with an option for up to two additional one year renewals thereafter].
4. +Motion to retain Phoenix Advisors, LLC, to provide assistance as the District's agents to undertake filing and other actions required under the Security and Exchange Commission's Municipalities Continuing Disclosure Compliance initiative concerning the District's outstanding bonds, at an estimated fee of \$850 All-inclusive fee. [Note: The District presently has two (2) issues outstanding; prior year's fee was \$650].
5. Motion to permit the Bordentown City Environmental Commission (BCEC), on behalf of the Commissioners of the City of Bordentown ("City"), to install a water line running through District's property from Burlington Street to the current location of the Ellen Wehrman Community Garden that was established in honor of former District board member Ellen Wehrman, with the City installing and bearing the costs of this water line.

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6. **Motion to approve one out of district placement to Burlington County Alternative High School, effective March 16, 2017 with a tuition of \$6,973.44 for the remainder of the 2016-17 SY and \$24,000 for the 2017-18 SY. Tuition will be paid by New Hanover School District. There is no charge to Bordentown District.**
7. Motion to approve the following Joint Agreements payable to Bordentown Regional School District:
 - FLORENCE TOWNSHIP SCHOOL DISTRICT
 - a. To transport one student to and from Garfield Park Academy, Willingboro Route # 97, effective February 6, 2017 to June 30, 2017. Total cost \$3,742.57.
 - b. To transport Florence Wrestling team to Bordentown Regional High School, effective November 28, 2017 to March 2, 2017. Total cost \$1,033.50.
 - BURLINGTON CITY SCHOOL DISTRICT
 - a. To transport Burlington City Students to Temple University, February 8, 2017. Total cost \$321.44.
 - b. To transport Burlington City Girls Basketball to Haddon Heights High School, February 24, 2017. Total cost \$215.29.
 - ROBBINSVILLE SCHOOL DISTRICT
 - a. To transport Robbinsville HS Color Guard to Hillsborough High School, February 4, 2017. Total cost \$308.35.
 - b. To transport Robbinsville HS Swim Team to Neptune Aquatic Center, February 6, 2017. Total cost \$285.74.
 - c. To transport Robbinsville HS Wrestlers to Howell High School, February 18, 2017. Total cost \$447.41.
8. Motion to delegate authority to the School Business Administrator to submit an application to the Department of Education requesting approval for a capital project to replace the aging HVAC chiller unit at the Middle School and to undertake and/or supervise all tasks related to this purpose.
9. +Motion to submit the FY 2017-18 Budget to the Executive County Superintendent for review and approval in connection with its public advertisement. See Resolution(s) below:

Resolutions for the FY 2017-18 Budget

- a) RESOLVED, to approve Bordentown Regional School District's tentative budget for the FY 2017-18 school year, as summarized below, for submission to the Executive County Superintendent of Schools, in accordance with statutory deadline(s):

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 40,256,832	\$ 28,841,670
Total Special Revenue Fund	\$ 918,729	N/A
Total Debt Service Fund	\$ 3,242,927	\$ 2,874,360
Totals	\$ 44,418,488	\$ 31,716,030

- b) BE IT FURTHER RESOLVED, that the proposed FY 2017-18 budget include an adjustment to the General Fund base tax levy in an estimated amount of \$300,956 to assist in paying for increased health benefits costs; and
- c) BE IT FURTHER RESOLVED, that the proposed FY 2017-18 budget include an adjustment to the General Fund base tax levy in an estimated amount of \$837 to assist in increased costs of repaying deferred pension (PERS) benefits; and
- d) BE IT FURTHER RESOLVED, to approve applying the \$165,345 bond refinancing savings residing in the Debt Service Fund towards FY2017-18 annual bond repayment requirements. This savings arose from a mid-year FY2016-17 refunding of other outstanding bonds; and

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- e) BE IT FURTHER RESOLVED, to approve budgeting in FY2017-18 a withdrawal of \$200,000 from Capital Reserve and to apply the same towards a FY 2017-18 capital project budgeted under Capital Outlay to replace the aging HVAC chiller unit at the Middle School. The project, at an estimated cost of \$200,000, is designated as an “Other Capital Project” representing expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey student learning standards; and
- f) BE IT FURTHER RESOLVED, to approve budgeting in FY 2017-18 a withdrawal of \$75,000 from Maintenance Reserve and to apply the same in support of FY2017-18 budgeted annual required maintenance costs; and
- g) BE IT FURTHER RESOLVED, to advertise said tentative FY 2017-18 budget in the Burlington County Times newspaper, the Trenton Times newspaper, and the District’s website, in accordance with the format suggested by the State Department of Education and by law; and
- h) BE IT FURTHER RESOLVED, that a public hearing be scheduled on May 3, 2017, at the Board’s normal meeting site in the high school library at 7:00 PM, (unless indicated otherwise), for the purpose of conducting a public hearing on the FY 2017-18 budget.

O. POLICY

1. 2nd Reading: (Policies on website for viewing)

- a. +Motion to adopt Policy #2224, Nondiscrimination/Affirmative Action
- b. +Motion to adopt Policy #3570, District Records and Reports
- c. +Motion to adopt Policy #4111, Recruitment, Selection and Hiring
- d. +Motion to adopt Policy #4111.1, Nondiscrimination/Affirmative Action
- e. +Motion to adopt Policy #4112.8, Nepotism
- f. +Motion to adopt Policy #4131, Staff Development Inservice Education/Visitations/Conf.
- g. +Motion to adopt Policy #4211, Recruitment, Selection and Hiring of Support Staff
- h. +Motion to adopt Policy #4231, Staff Development; Inservice Education/Visitations/Conf.
- i. +Motion to adopt Policy #5114, Suspension and Expulsion
- j. +Motion to adopt Policy #5141.22, Medical Marijuana (**New Policy**)
- k. +Motion to adopt Policy #5145.4, Equal Educational Opportunity
- l. +Motion to adopt Policy #6121, Nondiscrimination/Affirmative Action
- m. +Motion to adopt Policy #6142.2, English as a Second Language; Bilingual Programs
- n. +Motion to adopt Policy #6147, Standards of Proficiency
- o. +Motion to adopt Policy #6171.4, Special Education (**State mandates adoption of this revised policy by April 7, 2017**)

2. 1st Reading:

- a. +Motion to amend Policy #1330, Use of School Facilities
- b. +Motion to amend Policy #2131, Superintendent
- c. +Motion to amend Policy #2240, Research, Evaluation and Planning
- d. +Motion to amend Policy #3100, Budget Planning, Preparation and Adoption
- e. +Motion to amend Policy #3510, Operation and maintenance of Plant
- f. +Motion to amend Policy #3515, Smoking Prohibition
- g. +Motion to amend Policy #3542.1, Wellness and Nutrition
- h. +Motion to amend Policy #4112.2, Certification
- i. +Motion to amend Policy #4112.4, Employee Health
- j. +Motion to amend Policy #4112.6, Personnel Records

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P. PUBLIC COMMENTS

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Q. NEW BUSINESS

R. 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:

X 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: BREA Negotiations);

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

S. ADJOURNMENT