

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
**Consent Agenda Item

MINUTES - November 12, 2014

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 6:30 p.m. with the Board 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: The date, the time, and the purpose of this special meeting were conveyed to the Burlington County Times and the Trenton Times on January 6, 2014. The Secretary will enter this public announcement into the minutes of this meeting. The change in time for this meeting was conveyed to the Burlington County Times and the Trenton Times on November 3, 2014.

B. FLAG SALUTE/SILENT REFLECTION

The Board Secretary 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: Mr. Hartmann, Mr. Heberling, Mr. Potts, Ms. Wehrman, Ms. Zablow, and Mr. Drew. **ABSENT:** Mr. Creegan (Arrived 7:00, Excused from Executive Session), Ms. Goff (Arrived 6:38), and Ms. Hartmann.

Also attending: Dr. Edward Forsthoffer, Superintendent, Mr. Eloi Richardson, School Business Administrator/Board Secretary.

Staff attending: Liz Brotherton, Greg Poole,, Rob Walder, Kathy Creegan, Jennifer Martino, Sima Hansalia, Maria Moshinsky, Lisa Hudik, Patty Ridolfi, Patrick Lynch, Andrea Minster, and Ellen Kirk.

Visitors attending: Mae Hamilton, Melanie Kunkler, Hannah Heberling, Sharon Lurye, William Mercantini, Walter Kosul, and Barbara Eget.

D. EXECUTIVE SESSION RESOLUTION

Mr. Hartmann read the following resolution, seconded by Ms. Goff and unanimously approved at 6:305pm.:

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;

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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 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 High School Principal);

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. Elci 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 1/2/2014.

The Board returned to open session at 7:00pm.

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

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- Mr. O'Leary congratulated Mr. Walder for his High School Principal appointment (pending approval).

F. RECOGNITION/PRESENTATION - None

G. STUDENT REPRESENTATIVES - Ms. Michelle Hazlett and Ms. Samantha Pagnani

- Upcoming student council events: Volleyball Tournament & Mr. Bordentown
- Athletics: Many teams are in tournaments; winter sports program is starting.

H. UNFINISHED BUSINESS - None

I. CONSENT AGENDA APPROVAL (R.C.*)

A motion was made by Mr. Hartmann, seconded by M. Goff to approve the following:

1. +Motion to approve Travel/Mileage reimbursement requests
2. +Motion to approve October 1, 2014 and October 15, 2014, Minutes and Executive Session
3. +Motion to approve Board Secretary/Treasurer Report, October 2014
4. +Motion to approve Bill List, October 2014
5. +Motion to approve Substitute List
6. +Motion to approve Special Education Student Placements
7. +Motion to accept Director of Special Services Report
8. +Motion to accept District Support Staff Report
9. +Motion to accept Director of Curriculum and Instruction Report
10. +Motion to accept Enrollment & Principal Reports:

BRHS	743
BRMS	578
MIS	405
CBS	241
PMS	608
	<u>2,575</u>

ON A ROLL CALL VOTE (Items 1; 3-10):

AYES: Mr. Creegan, Ms. Goff, Mr. Hartmann, Mr. Heberling, Mr. Potts, Ms. Wehrman, Ms. Zablow, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Ms. Hartmann.

Motion approved by majority.

ON A ROLL CALL VOTE (Item 2):

AYES: Mr. Hartmann, Mr. Heberling, Ms. Wehrman, Ms. Zablow, and Mr. Drew. NOES: None. ABSTENTIONS: Mr. Creegan, Ms. Goff, and Mr. Potts. ABSENT: Ms. Hartmann.

Motion approved by majority.

J. COMMITTEE REPORTS

1. Negotiations Committee Meeting, 11/10/14 - Ms. Ellen Wehrman, Chair reported there on:
 - Labor Negotiator: Interviewed prospective labor negotiators, per previously issued Request for Proposal.

K. SUPERINTENDENT'S REPORT

A motion was made by Mr. Hartmann, seconded by Mr. Heberling to approve the following:

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1. +Motion to accept HIB Report & Determinations

School	# of Reports	# of HIB
CBS	0	0
PMS	0	0
MIS	0	0
BRMS	1	1
BRHS	0	0
TOTAL:	1	1

2. +Resolution to affirm and submit to the Department of Education the annual Statement of Assurance in fulfillment of QSAC requirements for the 2014-2015 school year.

ON A ROLL CALL VOTE (Items 1-2):

AYES: Mr. Creegan, Ms. Goff, Mr. Hartmann, Mr. Heberling, Mr. Potts, Ms. Wehrman, Ms. Zablow, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Ms. Hartmann.

Motion approved by majority.

L. CURRICULUM REPORTS - None

M. PERSONNEL REPORT

A motion was made by Mr. Hartmann, seconded by Ms. Goff 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.

- +Motion to approve Mr. Robert Walder as the Bordentown Regional High School Principal, effective January 1, 2015 with a pro-rated salary of \$128,000 plus \$1,500 longevity.
- +Motion to approve Ms. Teresa Pappano as a long term leave replacement at PMS. Ms. Pappano will be compensated in accordance with the long term leave replacement pay scale from December 8, 2014 through April 2, 2015. Approximately March 16, 2015, Ms. Pappano will go on Step 1, MA with a pro-rated salary of \$54,035.
- Motion to approve the transfer of Ms. Barbara Hoffer from her position as an instructional aide (32.5 hrs/wk) at MIS to the position of 1:1 aide (35 hrs/wk) at BRMS with a pro-rated salary of \$23,312. This move is necessary to assure consistent coverage of a student with a disability. This change is effective November 3, 2014. A Mission 1 position has been moved to MIS to fill the vacancy.
- Motion to approve to temporarily extend the work hours of the following two aides from part-time to full-time to cover in the absence of an aide who is on medical leave for approximately two months to provide 1:1 coverage for two students. They currently provide 1:1 support to one student. They will be compensated at their hourly rate for hours worked.
 - Ms. Lynn Szalai from 17.5 hr/wk. to 32.5 hr/wk.
 - Ms. Jennifer Lemanski from 25.5 hr/wk. to 32.5 hr/wk.

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5. Be it resolved that the commencement of leave of absence requested by employee #6127, effective January 20, 2015 through May 22, 2015 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. Motion to approve Ms. Terry Gordon as a BSAS Counselor for CDA at an hourly wage of \$12/hr. due to an increase in enrollment, effective as soon as all paperwork is completed.
7. Motion to approve Ms. Lauren Perry, a William Paterson student, to complete her student teaching at PMS, 1/13/15 through 4/30/15 under the mentorship of Ms. Elizabeth Brotherton.
8. Motion to approve Ms. Jennifer Dawson, a TCNJ student, to complete 120 hours of practicum experience in school counseling between January 26, 2015 and March 20, 2015 under the mentorship of Ms. Katerina Angelopoulos at CBS and Ms. Margaret Perrine at MIS.
9. Motion to approve Ms. Alyssa Signore, a William Paterson student, to complete her student teaching at PMS during a semester mutually agreed upon, under the mentorship of Ms. Wendy Mangene.
10. Motion to approve Ms. Sherine Nashif, a William Paterson student, to complete her student teaching at PMS, 1/13/15 through 4/30/15 under the mentorship of Ms. Allison Maxwell.
11. Motion to approve Ms. Elizabeth Downes, a TCNJ student, to complete her student teaching at PMS, 1/26/15 through 5/8/15 under the mentorship of Ms. Melissa Vergantino.
12. Motion to approve Ms. Jessica Snook, a Mercer College student, to complete 6 hours of elementary classroom observation at PMS under the mentorship of Ms. Meg Napolitano-Evans.
13. Motion to approve a salary adjustment for Ms. Nicole Pucci. Ms. Pucci will be a long term leave replacement for the entire 2014-15 school year. She will be compensated at Step 1, BA, with a salary of \$50,982, retroactive to September 1, 2014.
14. Motion to approve a salary adjustment for Ms. Megan Jonigkeit. Ms. Jonigkeit will be a long term leave replacement for the entire 2014-15 school year. She will be compensated at Step 1, BA, with a salary of \$50,982, retroactive to September 1, 2014.

INFORMATION

15. +JOB POSTINGS: Choreographer for BRHS Musical - BRHS Business Education Teacher, part-time -
BRHS Business Education Teacher, full-time - BRMS Principal

ON A ROLL CALL VOTE (Item 1):

AYES: Ms. Goff, Mr. Hartmann, Mr. Heberling, Mr. Potts, Ms. Wehrman, Ms. Zablow, and Mr. Drew. NOES: None.

ABSTENTIONS: Mr. Creegan. ABSENT: Ms. Hartmann.

Motion approved by majority.

ON A ROLL CALL VOTE (Items 2-14):

AYES: Mr. Creegan, Ms. Goff, Mr. Hartmann, Mr. Heberling, Mr. Potts, Ms. Wehrman, Ms. Zablow, and Mr. Drew. NOES: None.

ABSTENTIONS: None. ABSENT: Ms. Hartmann.

Motion approved by majority.

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N. BUSINESS, FINANCE & OPERATIONS

A motion was made by Mr. Hartmann, seconded by Mr. Heberling to approve the following:

1. +Motion to accept monthly certifications: Board Secretary's Budgetary Line item status; and Board of Education's Budgetary Major Account/Fund Status at October 31, 2014.
2. +Motion to approve Transfer of Funds for October, 2014.
3. Motion to adjust dental benefits for non-represented administrators on parity with that for members covered by Bordentown Regional Administrative Association.
4. +Motion to award a contract to lease five (5) copiers from Sharp Electronics Corporation, a State Contract Vendor (Reference # TM0053-r-22832) for use by the high school and other central office locations, over a term not to exceed five (5) years at a monthly cost not to exceed \$2,600, inclusive of the finance and the service costs, but excluding any charges for excess copy usage, based on proposals received, to replace expiring leases. Actual costs could be lower depending on final equipment configuration and lease term. [Note: The monthly lease and service payments on the expiring leases are currently \$2,895 per month]
5. Motion to appoint Parker McCay as labor negotiator at a rate of \$165 per hour (with a maximum not to exceed \$15,000 under this appointment) from December 1, 2014 to the earlier of either (1) settlement of the contract for which the negotiator is being retained or (2) November 30, 2015. [Note: Previous rate to the retiring contractor was \$175 per hour]
6. Motion to approve to refer students to Dr. Zoe Wilson Salman, Child, Adolescent Psychiatrist. Dr. Salman will provide Zero Tolerance and Child Study psychiatric evaluations. The cost is \$500 per evaluation.
7. Motion to approve one out-of-district student placement to Burlington County Alternative H.S. effective 10/20/14 with a pro-rated tuition of \$18,312.

ON A ROLL CALL VOTE (Items 1-4; 6-7):

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

ON A ROLL CALL VOTE (Item 5):

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

O. POLICY - None

P. DISCUSSION/INFORMATION ITEMS - None

Q. BOARD and 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

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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:

1. Mr. Kosul commented/inquired as to why the district is not closed for Veterans Day and on expanding shared services with Bordentown Township.
2. Ms. Kunkler commented about having a special program in school to honor the veterans.
3. Ms. Hudik congratulated Mr. Walder on his appointment to high school Principal, but sad to see him leave the middle school.
4. Mr. Drew thanked Mr. Potts and Mr. Lynch for their service to the District.

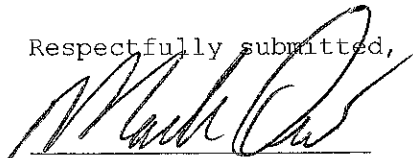
R. NEW BUSINESS

- Mr. Heberling requested a discussion on the direction of BRSD academics/test scores; Dr. Forsthoffer mentioned this is planned for December 2014.

S. ADJOURNMENT

A motion was made by Mr. Heberling, seconded by Mr. Hartmann to adjourn the meeting at 7:29 p.m.
Motion unanimously approved.

Respectfully submitted,



Mark Drew, President



Eloi Richardson, SBA/BS

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