

Board of Education – Bordentown Regional School District

Action Meeting Agenda

January 20, 2016

**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 20, 2016 through December 7, 2016 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 11, 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 (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 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,

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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 1/6/2016.

_____, Board Secretary

E. RECOGNITION/PRESENTATION

1. Marching Band Parent Booster Club presentation (**Postponed to 2/3/16 meeting**)
2. FY 2014-15 Audit Presentation and discussion of Audit recommendations – Mr. John Maley (District Auditor)
[Note: Comprehensive Annual Financial Report, "CAFR", previously distributed to Board members and posted on District's website]

F. STUDENT REPRESENTATIVES

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 9, 2015**
3. +Motion to approve Bill List, December, 2015
4. +Motion to approve Board Secretary/Treasurer Report, December 2015
5. +Motion to approve Substitute List
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, November and December
9. +Motion to accept District Support Staff Report

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10. +Motion to accept Enrollment & Principal Reports:

BRHS	714
BRMS	615
MIS	411
CBS	236
PMS	582
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	2,558

J. COMMITTEE REPORTS

1. +Board of Education Standing Committee Appointments, 2016
2. **Finance Committee Meeting, 1/13/16 – Mr. Stephen Heberling, Chair**

K. SUPERINTENDENT'S REPORT

1. No HIB incidents to report at this time.

INFORMATION:

2. +Thank you letter for donation of a Wurlitzer Piano to Clara Barton School

L. CURRICULUM REPORT

1. Motion to approve the BRHS PANDA Club to go on a field trip February 10, 2016 to Cooper University Hospital TIPP, Traumatic Injury Prevention Program. Approximately 20 students will be in attendance at a cost of \$197.50 for transportation charged to the Student Activity Account.
2. Motion to approve approximately 8-10 BRHS students and one chaperone to go to Burlington City High School to take the ASVAB test, a graduation requirement, on January 12, 2016. There is no cost to the district for this trip. (approved between meetings)
3. +Motion to approve BRHS 2016 Summer SAT Preparation Course.
4. **+Motion to amend dates of the BRHS senior trip originally scheduled for April 19, 2016 to April 23, 2016. The new dates are April 20, 2016 to April 24, 2016**

M. 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 resignation of Ms. Sarah Buller from the position of Elementary Teacher at MIS, effective as soon as position is filled.
2. **Motion to accept resignation of Mr. Charles Gould from the position of district bus driver, effective February 1, 2016.**
3. +Motion to approve **Ms. Renata Schipsi** as a bus driver, no benefits, 20 hrs/wk., Step 1 with a pro-rated salary of \$16,655, effective January 21, 2016. This replaces a resignation.
4. +Motion to approve **Ms. Jeanne Collas** as a bus driver, no benefits, 20 hrs/wk, Step 1 with a pro-rated salary of \$16,655, effective February 1, 2016. This replaces a resignation.
5. +Motion to approve Ms. Dorrie Brumbaugh as a bus aide for the transportation department, no benefits, 20 hrs/wk, Step 1 with a pro-rated salary of \$11,674, effective January 21, 2016. This replaces a resignation.
6. **+Motion to approve Ms. Rosemarie Rose, a part-time custodian, as a full-time night custodian, Step 1 with a pro-rated salary of \$33,498 (\$32,791 base + \$707 night stipend), effective January 21, 2016. Ms. Rose will receive a Black Seal License stipend of \$928 when license is acquired. This replaces a transfer due to a resignation.**

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7. Be it resolved that the commencement of leave of absence requested by employee #5541, effective December 17, 2015 through approximately February 1, 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.
8. Motion to approve Mr. Michael Montalto to teach an additional class, Music Theory, for semester 2 at a compensation of \$4,498.45, at BRHS.
9. **Motion to approve Ms. Donna LoBianco, a district employed aide, to work as a home instructor for a student of MIS for up to 10 hrs/wk of home instruction for approximately 2-3 weeks. Ms. LoBianco will be compensated at \$35.89/hr. for hours worked.**

INFORMATION

10. **+JOB POSTINGS:** Part-time Transportation Bus Aide – Full-time MIS 4th Grade Teacher – Network Technician – **PMS Elementary Teacher leave replacement** –

N. BUSINESS, FINANCE & OPERATIONS

1. +Motion to accept Board Secretary's Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status at **December 31, 2015.**
2. +Motion to approve Transfer of Funds.
3. +Motion to award a contract to Administration Software Applications, Inc. (ASAP) to provide on-line registration and data management services to CDA at a cost of \$430 per month (annualized of \$5,160 if paid in installments or \$4,500 if paid lump sum), plus a one-time initial set-up/conversion fee of \$1,000, effective January 22, 2016. NOTE: This would replace the existing technology/service (EZ-Care) that is incompatible with the District's current Office 365 cloud based email and, moreover, is built on a technology (FoxPro) that is no longer being maintained by its vendor. The ASAP selection is based on quote solicitations and demonstrations of ability to most effectively meet CDA's operational needs.
4. **Motion to award a contract to Brown and Brown Metro, Inc. ("Brown and Brown Insurance") as Broker of Record for medical and dental insurance for twelve months, commencing March 1, 2016 at an agreed annual fee of \$56,000 for all services, based on "price and other factors" under a Request for Proposal (RFP) issued in November 2015, which generated five submissions.**
5. Motion to accept the FY 2014-15 Comprehensive Annual Financial Report, "CAFR". (Note: There were no reported audit findings, hence no corrective action plan is needed)

O. POLICY

P. PUBLIC COMMENTS

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Q. NEW BUSINESS

R. ADJOURNMENT