

Board of Education – Bordentown Regional School District

Action Meeting Agenda

February 13, 2019

**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 16, 2019 through January 2, 2020 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 3, 2019.

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 purchase, 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

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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 1/2/2019.

_____, Board Secretary

E. RECOGNITION/PRESENTATION

F. STUDENT REPRESENTATIVES

Jaspreet Singh - 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 for January 2, 2019 and Minutes and Executive Minutes for January 16, 2019.
3. +Motion to approve Bill List, January 2019
4. +Motion to approve Board Secretary/Treasurer Report, January 2019
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 for December and January
9. +Motion to accept District Support Staff Report

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10. +Motion to accept Enrollment & Principal Reports:

| | |
|------|-------|
| BRHS | 772 |
| BRMS | 591 |
| MIS | 296 |
| CBS | 239 |
| PMS | 576 |
| | 2,474 |

J. COMMITTEE REPORTS

1. Buildings and Grounds Committee Meeting, 1/22/19 – Mr. Salvatore Schiano, Chair
2. Curriculum Committee Meeting, 1/30/19 – Ms. Janet Nielsen, Chair
3. Finance Committee Meeting, 2/4/19 – Ms. Jamie Augustyn, Chair
4. +Amended 2019 Board Committee List

K. SUPERINTENDENT’S REPORT

1. +Motion to accept HIB Report and Determinations. **(Data chart to be updated prior to meeting)**

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

2. +Motion to approve the 2019-2020 Single Sheet Calendar
3. +Motion to approve submission of Memorandum of Agreement (MOA) between Law Enforcement and Education.

4. **ANNOUNCEMENTS**

INFORMATION:

5. Parent notification to homeschool one BRMS student.

L. CURRICULUM REPORT

1. Motion to approve an additional field trip for BRHS Computer Science, Robotics Team Members to South Brunswick HS for VRC Competition, Saturday, February 2, 2019. Total participation cost is \$150 for two teams. Estimated cost of transportation, \$150. This trip was approved between meetings.
2. Motion to approve an additional field trip for BRHS Computer Science, Robotics Team Members to Cherry Hill East HS for NJ VEX Robotics Competition State Championship Tournament, Saturday, February 23, 2019. Total participation cost is \$250 for two teams. Estimated cost of transportation, \$150.
3. +Motion to approve Jasper T. Daniels, Jr. 2019 Summer Youth Program to use CBS from July 5 through July 31, 2019 and July 3 as a set up day, as has been approved in the past.
4. Motion to amend location for a BRHS Step Team Field trip. Location was originally approved to Bayonne NJ High School and is being changed to West Orange NJ High School. There is no cost to the District.
5. Motion to approve the NJSIAA State Wrestling Tournament in Atlantic City, NJ, February 28 through March 2, 2019 for Mr. James Gill and Mr. Robert DiPierro. The number of wrestlers has yet to be determined. Cost dependent upon the number of qualifying wrestlers. Hotel cost will be approximately \$500 - \$1,000 (higher room fee only if female wrestler qualifies). Remaining costs should not exceed \$1,500.
6. Motion to approve one staff member’s child to attend CBS as a kindergartner during the 2019-20 SY.

M. PERSONNEL REPORT

Appointments, Per Superintendent's Recommendation:

Resolution: Criminal History Check

*ALL BREA SALARIES AND STIPENDS WILL BE PAID AT 2017-2018 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, with best wishes, resignation due to retirement of Ms. Nancy Errickson from the position of Secretary to the Principal at BRHS, effective August 1, 2019.**
2. Motion to accept resignation from Mr. Matthew Gens from the position of BRHS Newspaper Advisor, effective immediately.
3. Motion to approve return to work date amendment for employee #5603. Employee is requesting to return September 1, 2019. Previously approved for April 1, 2019.
4. Motion to approve intermittent leave requested by employee #6081, effective January 2, 2019 through the remainder of the 2018-19 SY. Leave will run concurrent with unpaid FMLA days.
5. Motion to approve intermittent leave requested by employee #5318, effective for the remainder of the 2018-19 SY. Leave will run concurrent with unpaid FMLA days.
6. **Be it resolved that the commencement of leave of absence requested by employee #5745, effective February 19 through approximately March 11, 2019 or until medically released to return to work, 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.**
7. **Be it resolved that the commencement of leave of absence requested by employee #4658, effective January 30, 2019 through approximately February 27, 2019 or until medically released to return to work, 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 Ms. Stefanie Puigdollers to continue as a long-term leave replacement at MIS through June 20, 2019. Ms. Puigdollers will continue to be compensated at Step 1, BA, with a pro-rated salary of \$51,650 through June 20, 2019.
9. **Motion to approve Mr. Ryan Kent to continue as a long-term leave replacement at CBS through March 29, 2019. Mr. Kent will continue to be compensated according to the long term leave pay scale through March 29, 2019.**
10. Motion to approve Ms. Dawn Scheideler as a part time School Bus Drive, effective February 14, 2019, Step 1 with a pro-rated salary of \$17,936 (20 hrs/wk). Ms. Scheideler is currently a call in sub. This replaces a resignation.
11. Motion to approve Ms. Julie Havens as a part-time School Bus Aide, effective February 14, 2019, Step 1 with a pro-rated salary of \$5,943 (10/hrs/wk). Ms. Havens is currently a call in sub. This replaces a resignation.
12. +Motion to approve Ms. Dana Marie Haas as a long term leave replacement at CBS, effective February 11, 2019 through June 20, 2019. **Ms. Haas will continue to be compensated at BA, Step 1 with a pro-rated salary of \$51,650. Ms. Haas has been a long-term sub for the District since September.**
13. Motion to approve Ms. Dawn Craft to provide support to one student during the Unified Bowling Club at her hourly contracted rate of \$20.18/hr. for hours worked.
14. Motion to approve Ms. Stacy Melnick to assist one student during the BRMS Talent Show rehearsals and show on 3/7/19 at her hourly contracted rate of \$16.45/hr. for hours worked.
15. Motion to approve Ms. Tara Mount to assist one student during the STEM Club at MIS at an hourly rate of \$19.48/hr. for hours worked.

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16. Motion to approve Mr. David Misselhorn as the 2018-19 BRHS Spring Girls Head Coach, Step 3 +L with a stipend of \$8,202.
17. Motion to approve Mr. Larry Larned as the 2018-19 Spring Weight Room Coach, Step 3, with a stipend of \$3,985.
18. Motion to approve Ms. Candice Chin as the BRHS Newspaper Advisor, Step 1 with a stipend of \$931.50. Ms. Chin receives half the normal stipend for being the advisor for the remainder of the SY. This replaces a resignation.
19. Motion to approve Ms. Elizabeth Backman as the CDA STEM Coordinator with a stipend of \$2,500 to be paid in two increments of \$1,250 each on 3/15/19 and 5/15/19.
20. Motion to approve **Ms. Dolores McCarthy-Meades** as a CDA Childcare Associate with an hourly wage of \$12/hour for hours worked.
21. Motion to approve **Mr. Kyle Meier** as a student PAC Usher for CDA at an hourly wage of \$9/hr. for hours worked.
22. Motion to approve amendment in compensation for Mr. Michael Montalto, due to a credit adjustment, to teach an additional BRHS class, Music Theory, during the second semester, to \$5,040. Was approved at \$4,905.56.
23. Motion to approve the following staff members for participation in the Family Learning Series. Funding is provided through the ESSA grant (Title I). Instructors will plan and coordinate grade level math activities to promote knowledge of content and to support families at home. Instructors will assist in facilitating the Family Math night to be held on the evening of Tuesday, April 16, 2019.

Stipend Amount per Staff Member: \$35.89 per hour/ 4 hours maximum per teacher.

| <u>Staff Member</u> | <u>Grade Level</u> | <u>Stipend</u> |
|---------------------|--------------------|----------------|
| Lori Monaghan | K | \$143.56 |
| Joey Suggs | 1 | \$143.56 |
| Betsy Wonderlin | 2 | \$143.56 |
| Michele Enrico | 3 | \$143.56 |
| Elizabeth Mitchell | 4 | \$143.56 |
| Donna Shipman | 5 | \$143.56 |

24. Motion to approve the following spring 2019 salary adjustments for staff who have demonstrated successful completion of post graduate credits:

| <u>NAME</u> | <u>FORMER STATUS</u> | <u>NEW STATUS</u> | <u>NEW SALARY</u> | <u>ADJUSTMENT</u> |
|-------------------|----------------------|-------------------|-------------------|-------------------|
| Callahan, Kristin | Step 13, MA +30 | Step 13, MA +36 | \$81,886 | +\$763 |
| Guire, Brian | Step 15, BA +12 | Step 15, BA +18 | \$76,158 | +\$356 |
| Lettiere, Meghan | Step 9, BA +18 | Step 9, BA +24 | \$61,982 | +\$356 |
| Montalto, Michael | Step 7, BA +12 | Step 7, BA +18 | \$58,664 | +\$538 |
| Mostak, Bryanna | Step 1, MA | Step 1, MA +12 | \$55,772 | +\$1,069 |
| Patterson, Dawn | Step 16, MA +24 | Step 16, MA +30 | \$87,649 | +\$729 |
| Sakowski, Kathryn | Step 11, BA +6 | Step 11, BA +12 | \$64,719 | +\$341 |
| Sebelist, Toby | Step 16, MA +30 | Step 16, MA +36 | \$88,343 | +\$694 |

INFORMATION

25. **+JOB POSTINGS:** BRHS Newspaper Advisor – CBS Teacher Leave Replacement – BRSD Director of Facilities – CDA Summer Postings – Part-time Transportation Bus Aide – School Bus Driver –

N. BUSINESS, FINANCE & OPERATIONS

1. +Motion to accept Board Secretary’s Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status for January 2019.
2. +Motion to approve Transfer of Funds.
3. +Motion to approve Agriculture Lease Agreement with Mr. Mark Turgyan and BRSD to farm the land behind the high school in the amount of \$80 per acre for a total of \$2,000; subject to no use of contaminants to the land.

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4. Motion to retain, on an as needed basis, the assistance of a third-party collection service (or services), when deemed cost-efficient, to assist in collecting delinquent accounts due to the district, with particulars to be determined prior to actual vendor selection. Expected costs should approximate not more than \$20 per account.
 5. Motion to approve tuition revenue contract in the amount of \$14,024 pro-rated tuition, January 16, 2019 through June 30, 2019; with Trenton Public School District for a regular education homeless student in grade 8 at BRMS.
 6. Motion to approve one out of district placement to Garfield Park Academy, 1/9/19 through 6/20/19 with a pro-rated tuition of \$61,600.
 7. Motion to approve one out of district placement to Burlington County Alternative High School, 12/17/18 through 6/20/19 with a pro-rated tuition of \$24,500.
 8. Motion to approve one 1:1 Aide for a student who attends BCSSSD, effective 11/28/18 through 6/19/19 with a pro-rated tuition of \$38,660.
 9. Motion to approve one out of district placement to Burlington County alternative High School, effective 2/14/19 at a cost of \$136.11/day. Student will attend until enough credits have been earned to graduate.
 10. Motion to approve agreement with Bayada Home Health Care, Inc. for one student to receive home health care at a rate of \$55/hr. for RN or \$45/hr. for LPN.
 11. Motion to approve agreement with Sign4U Interpreting Services, LLC on an as needed basis. Rate is \$420 for a full day assignment or \$67/hr.
 12. Motion to approve Neuropsychological evaluations on an as needed basis from Sarah Levin Allen, Ph.D. CBIS at a rate of \$3,000 per evaluation.
 13. Motion to approve Psychiatric evaluations on an as needed basis from Hewitt Psychiatric, PC. Rates as follows:
 - a. Lawnside office: \$575
 - b. Vineland office: \$600
 - c. Evaluation at school: \$600
 - d. Neuropsychiatric/Neurodevelopmental: \$650
 - e. Consultation: \$200/per hour
 - f. Fitness for duty examination: \$1,250
 14. Motion to approve the following Joint Agreements payable to Bordentown Regional School District:

BURLINGTON CITY SCHOOL DISTRICT

 - a. To transport Burlington City JV/V Boys Basketball team to and from Bordentown High School on January 10, 2019. Total cost \$193.10.
 - b. To transport Burlington City JV/V Boys Basketball to and from New Egypt High on January 17, 2019. Total cost \$244.87.
 - c. To transport Burlington City JV/V Girls Basketball to and from Holy Cross High School on January 29, 2019. Total cost \$196.64.

TRENTON BOARD OF EDUCATION

 - a. To transport one student to and from Hampton Academy, Westhampton, effective January 2, 2019 to February 4, 2019. Total cost \$813.97.
 15. **Motion to amend previous approval of two Bordentown HS students for a job coach. Due to student enrollment and scheduling, the new adjustment is \$60/hour for one student effective 1/7/19 through 1/25/19. Previously approved for two students at \$90/hour.**
 16. **Motion to approve an additional requested school bus stop.**
- INFORMATION:**
17. The BRSD accepts, with much gratitude, the payment of unpaid student lunch balances from the Bordentown Township Officer's Charity Fund (\$700) and from Ms. Genevieve S. Trout. (\$100).

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O. POLICY

P. PUBLIC COMMENTS

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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.

P. (1) PUBLIC SUGGESTIONS FOR THE 2019-2020 BUDGET

Q. BOARD COMMENTS

R. ADJOURNMENT