

Board of Education – Bordentown Regional School District

Action Meeting Agenda

November 14, 2018

**BORDENTOWN REGIONAL HIGH SCHOOL – LIBRARY
6:30 PM ~ EXECUTIVE SESSION
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 24, 2018 through January 2, 2019 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 8, 2018.

The change in time for this meeting was conveyed to the Burlington County Times and the Trenton Times on October 10, 2018 to be published on October 12, 2018 and November 2, 2018.

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

B. FLAG SALUTE/SILENT REFLECTION

C. ROLL CALL

D. 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:

_____ 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

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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 Superintendent);

_____ 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 1/3/18.

_____, Board Secretary

E. RECOGNITION/PRESENTATION

1. Community Presentation by the Campfire Girls

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, October 3, 2018 and October 17, 2018
3. +Motion to approve Bill List, October 2018

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- 4. +Motion to approve Board Secretary/Treasurer Report, October 2018
- 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 District Support Staff Report
- 9. +Motion to accept Enrollment & Principal Reports:

BRHS	772
BRMS	593
MIS	294
CBS	240
PMS	568
	2,467

J. COMMITTEE REPORTS

K. SUPERINTENDENT’S REPORT

- 1. +Motion to accept HIB Report and Determinations.

School	# of Reports	# of HIB
CBS	2	1
PMS	1	0
MIS	0	0
BRMS	0	0
BRHS	2	0
TOTAL:	5	1

- 2. **Motion to approve 2018-19 District School Safety and Security Plans**

L. CURRICULUM REPORT

M. PERSONNEL REPORT

- 1. Public Hearing on Superintendent’s contract

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.

- 2. +Motion to approve Superintendent’s contract
- 3. Motion to accept resignation due to retirement from employee # 5287, effective May 1, 2019.
- 4. Motion to accept resignation due to retirement from Mr. Fred Wake from the position of school bus driver, effective December 1, 2018. Mr. Wake’s last day of work will be November 2, 2018.
- 5. Motion to rescind Ms. Dawn Medici as a 2018-19 MIS Newspaper Advisor.
- 6. +Motion to approve **Ms. Heather Czarnecki** as a part-time General (Cafeteria) Aide, effective October 25, 2018 with a pro-rated salary of \$9,649. This was approved between meetings. This replaces a resignation.

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7. +Motion to approve Ms. Nicole Walls-O’Leary as a long term leave replacement at BRHS, effective December 6, 2018 through June 20, 2019. Ms. Walls-O’Leary will be compensated according to the long-term leave pay scale.
8. Motion to approve Ms. Valerie Tomaszewski as a CDA, Adult Education Instructor/ESL, effective January 1, 2019 with an hourly wage of \$26/hr for hours worked. Ms. Tomaszewski is currently a district sub.
9. Motion to approve Ms. Stacey Melnick as a 1:1 aide to assist one student during the BRMS Winter play audition on November 14 from 3-5 pm. Ms. Melnick will be compensated at her hourly negotiated hourly rate of \$16.45/hr. for hours worked.
10. Motion to approve Isabella Erxleben as a Before/After Care sub at an hourly wage of \$10/hr for hours worked. Ms. Erxleben is a BRHS student.
11. Motion to approve Nicole DeCicco as a Before/After Care sub at an hourly wage of \$10/hr for hours worked. Ms. DeCicco is a BRHS student.
12. Motion to approve Ms. Sara Buckalew to extend her long-term leave position at CBS through December 21, 2018. Ms. Buckalew will continue to be compensated at the long term, per-diem leave replacement pay scale. After 60 working day, approximately December 5, 2018, Ms. Buckalew will be compensated at Step 1, BA with a pro-rated salary of \$51,650. This is due to an extension of leave.
13. Motion to approve amendment of return to work date from employee #5836. Employee is requesting to return on January 2, 2019. Previously approved to return on December 3, 2018.
14. Motion to approve amendment of return to work date from employee #5365. Employee is requesting to return on September 1, 2019. Previously approved to return on November 26, 2018.
15. Motion to approve intermittent leave of absence for the 2018-19 SY for employee #4050.
16. **Motion to approve intermittent leave of absence for the 2018-19 SY for employee #5007.**
17. **Be it resolved that the commencement of leave of absence requested by employee #5721, effective December 4, 2018 through approximately January 31, 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.**
18. Be it resolved that the commencement of leave of absence requested by employee #4246, effective October 29, 2018 through approximately November 30, 2018 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.
19. Motion to approve the following amended ESSA salary breakdown due to a staff member out on leave:

Title I – Supplemental Educational Opportunities

Staff Member	School	Total Salary	NCLB Funding	
			Salary	Benefits
Lisa Swanson	CBS	\$70,581	\$51,086	\$9,300

20. Motion to approve the following additional 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 reading activities to promote knowledge of content and to support families at home. Instructors will assist in facilitating the Family Reading night to be held on the evening of Tuesday, November 27, 2018. Stipend Amount per Staff Member: 35.89 per hour/ 4 hours maximum per teacher.

Staff Member	Grade Level/School	Stipend
Elizabeth Mitchell	TBD	\$143.56
Andrea Minster	TBD	\$143.56

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21. Motion to amend the following stipends for the 2018-2019 MIS Club and Activity Advisors. Ms. Catanzaro is replacing a rescinded advisor.

Name	Activity/Club	Stipend
Valerie Scott	Newspaper Club Co-Head Advisor	Step 1, \$647
Julianne Bacovin	Newspaper Club Co-Advisor	Step 1, \$365
Kaitlynn Catanzaro	Newspaper Club Co-Advisor	Step 1, \$365

22. Motion to approve the following 2018-19 BRMS Boys Basketball Coach:
a. Kristian Rivera, Head Coach-Step 3 +L, \$6,251
23. Motion to approve the following 2018-19 BRMS Girls Basketball Coach:
a. Thomas Ridolfi, Head Coach-Step 3, \$6,101
24. Motion to approve the following 2018-19 BRMS Wrestling Coach:
a. Sean Cunningham, Head Coach-Step 1, \$4,942
25. Motion to approve the following 2018-19 BRMS Fall and Winter Cheerleading Coach:
a. Francine Spinosa, Head Coach-Step 3, \$3,201 per season
26. Motion to approve the following 2018-19 BRMS Baseball Coach:
a. Matthew Derby, Head Coach-Step 3, \$5,401
27. Motion to approve the following 2018-19 BRMS Softball Coach:
a. Chelsea Kehr, Head Coach- Step 3, \$5,401
28. **Motion to approve the following 2018-19 BRHS Wrestling Coach**
a. **Robert DiPierro, Assistant Coach-Step 1, \$4,942**
29. **Motion to approve the following Volunteers for BRHS Wrestling:**
a. **Sean Cunningham**
b. **Justin McTamney**
c. **Brianna Bogden**
30. Motion to approve the following Site Managers for 2018-19:

<u>BRHS Site Managers</u>	<u>BRMS Site Managers</u>
Winter: <u>Christopher Glenn</u> -\$4,500	Winter/Spring: Greg Poole-\$1,667 each season
Spring: Christopher O’Leary-\$2,750	
31. Motion to approve Ms. Valerie Tomaszewski, a TCNJ student and district sub, to observe in Ms. Pamela Poole’s classroom at BRMS on November 13, 2018. This is for a class assignment.
32. Motion to approve Ms. Tara Clancy, a Rider University student, as a student teacher at CBS under the mentorship of Ms. Christine Vandegrift, January 28, 2019 through May 9, 2019
33. Motion to approve Ms. Kristen Vladyka, a Rider University student, as a practicum placement at BRMS under the mentorship of Mr. Robert Conlin, January 23, 2019 through March 4, 2019 and her student teaching with Mr. Conlin, October 28, 2019 through December 18, 2019.
34. Motion to approve Ms. Alyson Kroeckel, a Rowan University student, as a practicum placement at PMES under the mentorship of Ms. Lauren Peretz, January 22, 2019 through May 10, 2019 and her student teaching with Ms. Peretz, September 3, 2019 through December 18, 2019.
35. **Motion to approve Ms. Quinn Reynolds, a William Paterson University student, as a practicum placement at MIS under the mentorship of Ms. Lisa VanBruggen, January 17, 2019 through May 2, 2019 and her student teaching with Ms. VanBruggen, September 3, 2019 through December 12, 2019.**
36. **Motion to approve Ms. Elizabeth Anderson, a TCNJ student, as a practicum placement at PMES, March 4, 2019 through May 10, 2019 under the mentorship of Mr. Jason D’Annunzio and Ms. Kelly Gray.**
37. **Motion to approve Ms. Dana Scherer, a TCNJ student, as a practicum placement at PMES, March 4, 2019 through May 10, 2019 under the mentorship of Mr. Jason D’Annunzio and Ms. Kelly Gray.**
38. **Motion to approve Ms. Cassandra Kriegel, a TCNJ student, as a student teacher at BRHS, January 28, 2019 through May 5, 2019 under the mentorship of Ms. Katina Ingram.**

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39. **Motion to approve Ms. Sarah Haulenbeek, a Rowan University student, to observe in a classroom at BRHS under the mentorship of Ms. Melissa Pinder.**

INFORMATION

40. **+JOB POSTINGS:** PMES Special Education 3rd Grade Teacher LLD – MIS 4th Grade Leave Replacement – BRHS Health/PE Teacher Leave Replacement – BRHS Assistant Wrestling Coach – BRHS Head Girls Spring Track Coach – BRSD School Bus Driver – BRSD After School English as a Second Language Instructor – BRSD Morning Literacy and Math Support Program (multiple positions) – BRSD After School Literacy and Math Support Program (multiple positions) – **CBS 2nd Grade Leave Position** –

N. BUSINESS, FINANCE & OPERATIONS

1. +Motion to accept Board Secretary's Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status at
2. +Motion to approve Transfer of Funds.
3. Motion to approve Hamilton Bowling Lanes for use by the High School bowling teams for practices and matches. Hamilton Lanes will be at a cost of approximately \$5,670 for the 2018-2019 school year.
4. Motion to approve services provided by the NJ Commission for the Blind and Visually Impaired for the 2018-19 SY, Level 1 service for one student at a cost of \$1,568.00.
5. Motion to approve services for academic bedside instruction as follows:
 - a. New Hope
80 Conover Road
Marlboro, NJ 07746
Rate: \$550 monthly
 - b. Carrier Clinic
252 Co. Rd. 601
Belle Mead, NJ 08502
Rate: ranges from \$55/hr to \$85/hr depending on level of care
6. Motion to approve tuition revenue contract in the amount of \$14,021 pro-rated tuition, October 1, 2018 through June 30, 2019; with Trenton Public School District for a regular education homeless student in grade 1 at CBS.
7. Motion to approve tuition revenue contract in the amount of \$12,786 pro-rated tuition, October 1, 2018 through June 30, 2019; with Trenton Public School District for a regular education homeless student in grade K at CBS.
8. Motion to approve tuition revenue contract in the amount of \$12,786, September 1, 2018 through June 30, 2019; with Mount Laurel Schools District for a regular education homeless student in grade K at CBS.
9. Motion to approve services by Advancing Opportunities – Job Support Coach for two BRHS students effective 10/15/18 through 6/30/19 at a rate of \$90/hour for 12.5 hours per week x 36 weeks, \$40,500.00.
10. Motion to approve one out of district placement to Mercer County Technical School District (shared time special-ed.), effective 9/6/18 through 6/30/19 with a tuition of \$5,500 for the year.
11. Motion to approve one out of district placement to Hampton Academy effective 9/5/18 through 6/14/19 with a tuition of \$51,024.60.
12. Motion to approve a 1:1 Teaching Assistant for a student who attends Hampton Academy 9/5/18 through 6/14/19 with a tuition of \$30,537.00.
13. +Motion to approve In-District and Out of District Runs for the 2018-2019 SY.
14. Motion to approve the School Bus Emergency Evacuation Drills. As per NJAC 6A:27-11.2, School Bus Evacuation drills must be Board approved by the board. Bus Evacuations were conducted on the following dates:
 - a. On October 24, 2018 at BRHS, 318 Ward Ave. Routes 2, 6, 5, 7, 8, 1, 16, 15, 19, 21 22, 10, 24 & 96. Overseeing the drill was Security Personnel and Administration.
 - b. On October 23, 2018 at 7:50am at BRMS, 50 Dunns Mill Rd., Route 49, 35, 51, 38, 47, 33, 34, 41, 46, 31, 32, 45, 36, 108 & 96A. Overseeing the drill were Security Personnel, School Principal, Assistant Principal, & School Staff.
 - c. On October 25, 2018 at 8:25am at CBS & MIS, 100 Crosswicks Street, Routes 66, 61, 56, 62, 52, 65, 54 & 110B. Overseeing the drill were the School Principal, School Staff & Security Personnel.

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- d. On October 26, 2018 at 9:00am at PMS, 323 Ward Ave. Routes 81, 87, 78, 89, 79, 76, 88, 72, 77, 110C, 108C & 111C. Overseeing the drill were the School Principal, School Staff, & Security.
- 15. Motion to approve the following Joint Agreements payable to Bordentown Regional School District:
BURLINGTON CITY SCHOOL DISTRICT
 - a. To transport Burlington City Field Hockey Team to and from Pemberton High School on October 12, 2018. Total cost \$169.57.
 - b. To transport Burlington City High School Girls Soccer to and from Pennsauken High School on October 15, 2018. Total cost \$190.35
 - c. To transport Burlington City Boys Soccer to Pennsauken High School on October 18, 2018. Total cost \$264.82.
 - d. To transport Burlington City High School Soccer team from South River High School on October 30, 2018. Total cost \$246.63.
- 16. **Motion to approve participation in the Alliance for Competitive Energy Services' (ACES) newly offered enhanced renewal product program for electric services, if determined to be cost justified for the district. [NOTE: Per Board motion March 28, 2018, The district previously renewed its membership in ACES' regular electric co-op program for the period March 2018 to May 2023]**
- 17. **Motion to submit a proposal under Burlington County School Security Program that is offering grants to Burlington County high schools for security enhancements, using the County's potential range of \$435,000 to \$795,000 for our district, with our actual grant request to be more fully defined in the submitted application. [NOTE: Final award amount would be at the County's discretion]**

O. DISCUSSION ITEMS

P. POLICY

1. 1st Reading:

- a. +Motion to amend Policy # 4111, Recruitment, Selection and Hiring
- b. +Motion to amend Policy # 4211, Recruitment, Selection and Hiring
- c. +Motion to review new Policy # 5141.21, Administering Medication (new policy)
- d. +Motion to amend Policy # 6171.4, Special Education

2. 2nd Reading: (policies are on website for viewing)

- a. +Motion to adopt Regulation # 3541.1, Transportation Routes and Services Regulation
- b. +Motion to adopt new Policy # 5350, Pupil Suicide Prevention (new policy and regulation)

Q. GENERAL PUBLIC COMMENTS

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

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

R. ADJOURNMENT