

BORDENTOWN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

+Document Provided
*+Consent Agenda Item

MINUTES - January 2, 2019

A. CALL TO ORDER

The **Re-Organization Meeting** of the Board of Education of the Bordentown Regional School District was convened on the above date at 7:00 p.m. with the Board Secretary presiding.

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 meeting to be held on January 2, 2019 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 8, 2018 and posted continually on the district's website. The Secretary will enter this public announcement into the minutes of this meeting.

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. ELECTION RESULTS

November 6, 2018 Election Results—Source: "Official Results/Recounts Appended"" per Clerk of Burlington County

Candidate	Votes
Bordentown City: Fill One Three-Year Term	
Michael James	1,089
Personal Choice (various)	24
Bordentown Township: Fill Two Three-Year Term	
Salvatore Schiano	2,406
Aneka Miller	128
Personal Choice (various)	138

D. SWEARING IN OF NEW BOARD MEMBERS AND OATH OF ALLEGIANCE

E. ROLL CALL

The following members answered roll call: Ms. Augustyn, Mr. Barman, Ms. Francisco-Cabus, Mr. Heberling, Mr. James, Ms. Miller, Ms. Nielsen, Mr. Schiano, and Ms. Scozzari.

ABSENT: None.

Also attending: Dr. Edward Forsthoffer, Superintendent, Mr. Eloi Richardson, School Business Administrator, and Ms. Lori Fryc, Administrative Assistant to the Superintendent.

Staff attending: Melanie Stokes, Chris O'Leary, Tom Ridolfi, and Susan Gerike.

Visitors attending: Victoria James, Ari Miller, Nneka Miller, Ruby Ramos, Clint Miller, Bill Hartz, Ann Marie O'Leary, April Florence, Josh Fausti, Melanie Hansford, Vasistha Andey, Brett Schriener and Rebecca Collins.

F. PUBLIC FORUM - FOR AGENDA ITEMS -- None

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.

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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.

G. RE-ORGANIZATION MEETING BUSINESS

1. Nomination & Election of Board Officers

a. President:

The following nominations were made for president:

- For Mr. Stephen Heberling: By Mr. Schiano; seconded by Mr. James
- For Ms. Eileen Francisco-Cabus: By Ms. Nielsen; seconded by Mr. Barman

ON A ROLL CALL VOTE (Item 1.a):

AYES for Ms. Francisco-Cabus: Ms. Francisco-Cabus, Mr. Barman, Mr. James, Ms. Miller, and Ms. Nielsen.

AYES for Mr. Heberling: Mr. Heberling, Ms. Augustyn Mr. Schiano, and Ms. Scozzari.

ABSTENTIONS: None. ABSENT: None.

Motion approved by the majority to elect Ms. Francisco-Cabus.

b. Vice President:

The following nominations were made for vice-president:

- For Mr. Salvatore Schiano: By Ms. Scozzari, seconded by Mr. Heberling
- For Mr. Michael James: By Mr. Barman, seconded by Ms. Nielson *NOTE: Mr. James formerly withdrew his name from nomination before the voting.*

ON A ROLL CALL VOTE (Item 1.b):

AYES for Mr. Schiano: Ms. Augustyn, Mr. Barman, Ms. Francisco-Cabus, Mr. Heberling, Mr. James, Ms. Miller, Ms. Nielsen, Mr. Schiano, and Ms. Scozzari.

ABSTENTIONS: None. ABSENT: None.

Motion approved by the majority to elect Mr. Schiano.

Ms. Francisco-Cabus (Board President) presided for the remainder of the meeting.

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

2. Motions To Adopt:

- a. Existing Board Policies and parliamentary procedures (i.e. - Robert's Rules of Order)
- b. +Policy # 9271, "School Board Member Code of Ethics", evidencing that it was (1) received and discussed by Board

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Members; and (2) each Board Member acknowledges familiarity therewith.

- c. +Regular meeting schedule (i.e. dates; times; and locations) for the balance of calendar year 2019, in accordance with the Open Public Meeting Act, with any changes thereof to be separately published in advance of such changes.
- d. +Board of Education Committees per Policy # 9130 (appointments by Board President to follow thereafter)

ON A ROLL CALL VOTE (Items 2.a, 2.b, 2.c, and 2.d):

AYES: Ms. Augustyn, Mr. Barman, Ms. Francisco-Cabus, Mr. Heberling, Mr. James, Ms. Miller, Ms. Nielsen, Mr. Schiano, and Ms. Scozzari. NOES: None. ABSTENTIONS: None. ABSENT: None.
Motion approved by majority.

A motion was made by Mr. Schiano, seconded by Ms. Nielsen to approve the following (3.a, 3.b, 3.c, and 3.d):

3. Motions To Designate and/or Authorize:

- a. Official Publications, per Title 10 (Open Meetings Act)
 - Burlington County Times
 - Trenton Times
- b. Mailing Fees Schedule: To be based on actual costs incurred
- c. Official Depositories [NJSA 18A:17-34]: PNC Bank, a duly Certified Depository in the State of New Jersey
- d. Bank Account Signers until next re-organization meeting in 2020, as follows:
 - Board President or Vice President
 - Board Secretary/Business Administrator or Superintendent of Schools
 - Treasurer of School Monies
 - Secretary to sign payroll checks in absence of the Treasurer

ON A ROLL CALL VOTE (Items 3.a, 3.b, 3.c, and 3.d):

AYES: Ms. Augustyn, Mr. Barman, Ms. Francisco-Cabus, Mr. Heberling, Mr. James, Ms. Miller, Ms. Nielsen, Mr. Schiano, and Ms. Scozzari. NOES: None. ABSTENTIONS: None. ABSENT: None.
Motion approved by majority.

A motion was made by Mr. Heberling, seconded by Mr. James to approve the following (3.e, 3.f, 3.g, and 3.h):

- e. Use of check signing by machine
- f. Custodian of School Records [NJSA 47:1A-1.1]: Mr. Eloi Richardson, SBA/BS
- g. Public Agency Compliance Officer [NJSA 10:5-31 et seq./NJAC 17:27-3.2] : Mr. Eloi Richardson, SBA/BS
- h. Transfer of funds between Board meetings.

ON A ROLL CALL VOTE (Items 3.e, 3.f, 3.g, and 3.h):

AYES: Ms. Augustyn, Mr. Barman, Ms. Francisco-Cabus, Mr. Heberling, Mr. James, Ms. Miller, Ms. Nielsen, Mr. Schiano, and Ms. Scozzari. NOES: None. ABSTENTIONS: None. ABSENT: None.
Motion approved by majority.

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A motion was made by Ms. Scozzari, seconded by Mr. James to approve the following (4.a and 4.b):

4. Motion to appoint Providers of Professional Services:
 - a. +Treasurer: Thomas Haje, for one year, from January 2, 2019 or until a successor is selected at the 2020 Reorganization meeting of the Board, at a fee of \$795.60 per month, totaling \$9,547.20/year. [Current fee: \$9,360/year]
 - b. +Board Solicitor: Capehart Scatchard, P.A., for one year, from January 2, 2019 or until a successor is selected at the 2020 Reorganization meeting of the Board, at a rate not to exceed \$170 per hour with an annual maximum not to exceed \$60,000 for general legal services. [Maximum hourly rates for 2017 and 2018: \$170.00 each year].

NO VOTE TAKEN - MOTION to TABLE

A motion was made by Mr. Barman, seconded by Ms. Miller to TABLE the above (4.a and 4.b):

ON A ROLL CALL VOTE to TABLE (Items 4.a and 4.b):

AYES: Mr. Barman, Ms. Francisco-Cabus, Mr. James, Ms. Miller, and Ms. Nielsen. NOES: Ms. Augustyn, Mr. Heberling, Mr. Schiano, Ms. Scozzari. ABSTENTIONS: None. ABSENT: None.

Motion approved by majority to TABLE Items 4.a and 4.b.

INFORMATION:

5. +FAQ concerning BOE Re-Org.

REGULAR PUBLIC MEETING AGENDA

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

A motion was made by Mr. Schiano, seconded by Mr. Barman to approve the following:

1. +Motion to approve Travel/Mileage reimbursement requests

ON A ROLL CALL VOTE (Items 1):

AYES: Ms. Augustyn, Mr. Barman, Ms. Francisco-Cabus, Mr. Heberling, Mr. James, Ms. Miller, Ms. Nielsen, Mr. Schiano, and Ms. Scozzari. NOES: None. ABSTENTIONS: None. ABSENT: None.

Motion approved by majority.

I. COMMITTEE REPORTS

1. Negotiating Committee Meeting, January 2, 2019 - Mr. Heberling, Chair reported that he will be reaching out to the BREA for further discussions.

J. SUPERINTENDENT'S REPORT

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

1. +Motion to accept HIB Report and Determinations

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

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ON A ROLL CALL VOTE (Items 1):

AYES: Ms. Augustyn, Mr. Barman, Ms. Francisco-Cabus, Mr. Heberling, Mr. James, Ms. Miller, Ms. Nielsen, Mr. Schiano, and Ms. Scozzari. NOES: None. ABSTENTIONS: None. ABSENT: None.
Motion approved by majority.

K. CURRICULUM REPORTS - None

L. 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**.

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

1. +Motion to approve **Ms. Erin Conti** as a full-time BRHS English teacher effective January 28, 2019, Step 8, MA +36 with a pro-rated salary of \$65,328. This replaces a resignation.
2. +Motion to approve **Ms. Flossie-Lynn DiCola** as a full-time PMES Special Education teacher effective January 2, 2019, Step 10, MA with a pro-rated salary of \$64,946. This replaces a resignation.
3. Motion to approve Ms. Elizabeth Backman as a long-term leave replacement at PMES, effective December 3, 2018 through approximately January 11, 2019. Ms. Backman will be compensated according to the long-term leave substitute pay scale. Ms. Backman has been a daily sub for this class since December 3rd but the leave has been extended to be over 20 days to make this a long-term sub position.
4. Motion to approve Ms. Dawn Craft to cover extra hours at BRMS due to a Mission One aide accepting a long term position in the District, effective December 19, 2018 through January 31, 2019 or until a new Mission One aide is hired. Ms. Craft will be compensated at her hourly rate of \$20.18/hr. for hours worked.
5. Motion to approve Ms. Lisa Bartolomei to cover extra hours at BRMS due to a Mission One aide accepting a long term position in the District, effective January 2, 2019 through January 31, 2019 or until a new Mission One aide is hired. Ms. Bartolomei will be compensated at her hourly rate of \$17.68/hr. for hours worked.
6. Be it resolved that the commencement of leave of absence requested by employee #5135, effective January 3, 2019 through approximately March 1, 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. Motion to approve return to work date amendment for employee #4244. Employee is requesting to return January 14, 2019. Previously approved for January 2, 2019.

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8. Motion to approve the following staff members for the Basic Skills Instruction Program at BRMS. Each member will receive a stipend of \$850, funded through Title I, for the 5 week program payable at the conclusion of the program:

1/15/19 thru 2/14/19 (LA) 2/19/19 thru 3/21/19 (MATH)

Margaret Blask	Sean Cunningham
Patricanne Ridolfi	Annetta Zaremba
Rachel Gagliardo	Gilina Jokic

INFORMATION

9. **+JOB POSTINGS:** 8 Stipend Positions for Instructors for After School Special Education Program

ON A ROLL CALL VOTE (Items 1-8):

AYES: Ms. Augustyn, Mr. Barman, Ms. Francisco-Cabus, Mr. Heberling, Mr. James, Ms. Miller, Ms. Nielsen, Mr. Schiano, and Ms. Scozzari. NOES: None. ABSTENTIONS: None. ABSENT: None.
Motion approved by majority.

M. BUSINESS, FINANCE & OPERATIONS - None

N. POLICY - None

O. 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 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:

Public Comments:

- Mr. Bill Hartz expressed is comments/concerns regarding security at the schools, particularly surrounding entry to the schools.
- Mr. Fausti congratulated the new board members, and commented favorably on item G4.b (Board Solicitor).
- The following two students, Vasistha Andey and Brett Schriner expressed their comments/concerns regarding the availability AP offerings.

Board Comments:

- The following board members shared their comments regarding school security: Mr. James, Ms. Scozzari, Ms. Francisco-Cabus, and Ms. Augustyn, including policies and actions already taken; staff compliance; communications to staff; etc.
- Mr. James commented/inquired regarding scheduling high school block scheduling of classes.
- The following board members discussed/commented on the question regarding AP offerings: Ms. Scozzari, Ms. Augustyn, Mr. James, Ms. Miller, and Ms. Francisco-Cabus, including number of offerings; student participation rates; potential of changing block scheduling methodology; etc.

P. PUBLIC SUGGESTIONS FOR THE 2019-2020 BUDGET - None

Q. EXECUTIVE SESSION

Mr. Richardson read the following resolution, accompanied by a motion by Mr. Schiano, seconded by Ms. Augustyn, and unanimously approved at 8:40:

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting; and

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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 (_____);

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);

___ 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, 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 1/3/2018.

The Board returned to open session at 8:56pm.

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R. ADJOURNMENT

A motion was made by Mr. Heberling, seconded by Ms. Augustyn to adjourn the meeting at 8:56 p.m.
Motion approved by majority.

Respectfully submitted,


Eileen Francisco-Cabus
President


Eloi Richardson
Board Secretary