

Board of Education – Bordentown Regional School District

Action Meeting Agenda

December 12, 2018

**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 24, 2018 through January 2, 2019 was conveyed to the *Burlington County Times* and the *Trenton Times* on January 8, 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 (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 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, 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

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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 1/3/18.

_____, Board Secretary

E. RECOGNITION/PRESENTATION

1. **Reflection; Mrs. Cynthia Grayson**
2. 2018 retiring Board of Education Members
3. Mr. Jason Zablow, Times of Trenton and NJ.Com BCSL Coach of the Year
4. BRHS Girls Soccer Team – Highest Athletic Team GPA
5. 2018 Fall All-Star Athletes

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 and Executive Minutes, November 14, 2018
3. +Motion to approve Bill List, November 2018
4. +Motion to approve Board Secretary/Treasurer Report, November 2018
5. **+Motion to approve Substitute List**
6. +Motion to approve Student Teachers List
7. +Motion to approve Special Education Student Placement
8. +Motion to accept Director of Special Services Report

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- 9. +Motion to accept Director of Curriculum and Instruction Report
- 10. +Motion to accept District Support Staff Report
- 11. +Motion to accept Enrollment & Principal Reports:

BRHS	772
BRMS	586
MIS	292
CBS	239
PMS	569
	2,458

J. COMMITTEE REPORTS

- 1. Curriculum Committee Meeting, November 29, 2018 – Mr. Howard Barman, Chair

K. SUPERINTENDENT’S REPORT

- 1. +Motion to approve the NJ QSAC District Performance Review (DPR) school year 2018-2019 for submission to the Department of Education.
- 2. +Motion to accept HIB Report and Determinations.

School	# of Reports	# of HIB
CBS	0	0
PMS	1	1
MIS	0	0
BRMS	0	0
BRHS	<u>2</u>	0
TOTAL:	<u>3</u>	1

INFORMATION

- 3. **Reminder; Annual Reorganization Board Meeting will be January 2, 2019 at 7:00 PM**

L. CURRICULUM REPORT

- 1. Motion to approve one out of district staff member’s child to attend BRHS for the remainder of the 2018-19 school year.
- 2. Motion to approve an additional field trip for PMES, 3rd Graders on May 16, 2019 to see Little Red Riding Hood at the Ritz Theatre. Each student will pay \$8.00 per student. There is no cost to the District.
- 3. Motion to approve an additional field trip for BRMS Life Skills Class, approximately 5 6th grade student to Bordentown Library and a local restaurant on January 16, 2019. There is no cost to the District.
- 4. Motion to approve an additional field trip for CBS, 1st Grade students, to the Camden Adventure Aquarium. Students will each pay \$19.33 to cover tickets and transportation. This will replace a previously approved field trip to Please Touch Discovery Museum.
- 5. Motion to approve an additional field trip for BRHS Computer Science students to Stockton University on March 26, 2019 for a Computer Science Programming Competition for High School Students. There is no fee to participate in the event. Estimated cost of transportation, \$150.00.
- 6. Motion to approve the use of the Danielson Evaluation Rubric for certificated Teaching Staff. We have used this evaluation rubric for several years.
- 7. Motion to approve the use of the Marshall Evaluation Rubric for certificated Administrators. We have used this evaluation rubric for several years.

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 resignation due to retirement from employee # 4634, effective July 1, 2019.
2. Motion to accept resignation from Ms. Morgan Gibbons from the position of BRHS English Teacher, effective January 29, 2019 (first day of semester 2).
3. Motion to approve **Ms. Donna Loichle** as a part-time school bus driver, effective December 13, 2018, Step 1, with a pro-rated salary of \$17,936 (20 hrs/wk). This replaces a resignation.
4. +Motion to approve **Ms. Carly Meyers** as a long-term leave replacement at CBS, effective December 14, 2018 through February 1, 2019. Ms. Meyers will be compensated according to the long-term leave pay scale.
5. +Motion to approve Ms. Sarah Buckalew Bell to continue as a long-term leave replacement at MIS effective January 2, 2019 through April 1, 2019. Ms. Buckalew Bell will continue to be compensated at Step 1, BA, with a pro-rated salary of \$51,650 through April 1, 2019.
6. Motion to approve Ms. Patricia Hutman to continue as a long-term leave replacement at BRHS through June 20, 2019. Ms. Hutman will continue to be compensated according to the long term sub pay scale. On approximately December 4, 2018 Ms. Hutman will be compensated at Step 1, BA, with a pro-rated salary of \$51,650 through June 20, 2019.
7. Motion to approve Ms. Gloria Gorish in the Before School/After School Child Care Program at an hourly wage of \$15/hour for hours worked.
8. Be it resolved that the commencement of leave of absence requested by employee #4266, effective January 8, 2019 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.
9. Be it resolved that the commencement of leave of absence requested by employee #6119, effective January 15, 2019 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.
10. Be it resolved that the commencement of leave of absence requested by employee #5495, effective December 6, 2018 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.
11. Be it resolved that the commencement of leave of absence requested by employee #4770, effective February 19, 2019 through June 30, 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.
12. Be it resolved that the commencement of leave of absence requested by employee #5312, effective February 11, 2019 through June 30, 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

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- 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.
13. Be it resolved that the commencement of leave of absence requested by employee #5461, effective February 4, 2019 through June 30, 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.
 14. **Be it resolved that the commencement of leave of absence requested by employee #5276, effective December 10, 2018 through January 2, 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.**
 15. Motion to approve amendment of return to work date from employee #6526. Employee is requesting to return on September 1, 2019. Previously approved to return on January 2, 2019.
 16. Motion to approve amendment of return to work date from employee #4244. Employee is requesting to return on January 2, 2019. Previously approved to return on December 10, 2018.
 17. Motion to approve Ms. Stacy Melnick to assist one student during the BRMS Winter Concert on December 13, 2018 from approximately 7:00 – 9:00 pm. Ms. Melnick will be compensated at her hourly negotiated rate of \$16.45/hr. for hours worked.
 18. Motion to approve Ms. Shelly Gallo to assist one student during the BRMS Winter Concert on December 13, 2018 from approximately 7:00 – 9:00 pm. Ms. Gallo will be compensated at her hourly negotiated rate of \$16.26/hr. for hours worked.
 19. Motion to approve Ms. Jennifer Gordienko to assist one student during the CBS Winter Concert on December 4, 2018 from approximately 6:30 – 8:30 pm. Ms. Gordienko will be compensated at her hourly negotiated rate of \$17.47/hr. for hours worked.
 20. Motion to approve the following staff members/room assignments for the Morning and After School Basic Skills program. Funding is partially provided through the ESSA grant; Title I. Instructors will perform targeted small group instruction 3 days a week (Tuesday through Thursday) prior to the start of school at PMES and immediately following the school day at CBS and MIS. This program will run from January 15, 2019 through March 21, 2019.

<u>Staff Member</u>	<u>Grade Level/School</u>	<u>Room Number</u>	<u>Stipend</u>
Colleen Ferrerese	1-CBS	CBS 120	1625.00
Dawn Medici	2-CBS	CBS-TBD	1625.00
Barbarann Mazza	3-MIS	MIS 113	1625.00
Allison Maxwell	4-MIS	MIS 112	1625.00
Deb McKown	5-MIS	MIS 314	1625.00
Dawn Rossell (2 days) & Sally Craig (1 day)	1-PMES	PMES 105/106	1625.00 (stipend to be split between D. Rossell 1083.20 and S. Craig 541.80)
Heather Martino	1-PMES	PMES 110	1625.00
Lauren Brandimarto	2/3-PMES	PMES 112	1625.00
Doreen Stettner	4-PMES	PMES 105	1625.00
Rhonda Lichter (2 days) & Sally Craig (1 day)	5-PMES	PMES 105/106	1625.00 (stipend to be split between R. Lichter 1083.20 and S. Craig 541.80)
Colette Campellone	1-5	PMES	\$1625.00 (ESL)

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21. Motion to approve Ms. Terri Adams and Ms. Jessica Martino as the Unified Winter Bowling Club Coaches with a stipend of \$675/each for the Winter Season.
22. Motion to approve the following 2018-19 BRHS Winter Track Coaches:
 - a. David Misselhorn, Head Coach-Step 3 +L, \$8,202
23. Motion to approve the following 2018-19 BRHS Winter Cheer Coaches:
 - a. Beth Bokop, Head Co- Coach-Step 3 +L, \$2,600.50
24. Motion to approve the following 2018-19 BRHS Winter Weight Room Supervisor:
 - a. Larry Larned - Step 3, \$2,988
25. Motion to amend Ms. Francine Spinosa as the Winter Cheer Coach at BRMS. Ms. Spinosa was inadvertently approved as the Fall and Winter Cheer Coach but BRMS only offers Winter Cheerleading.
26. Motion to approve the following volunteer coaches for BRHS Wrestling:
 - a. Wayne Pullen
 - b. Douglas Kerr
27. Motion to approve Ms. Alicia Wagner, a graduate student of Georgian Court University, to complete various practicum requirements for the school psychology program, January through June 2019 under the mentorship of Mr. Doug Corbin.
28. **Motion to approve Mr. Michael Montalto to receive a stipend of \$583.20 (\$194.40 a day) for a three-day Jazz competition in January 2019. The Board previously approved this field trip for the students.**

INFORMATION

29. **+JOB POSTINGS:** CDA STEM Project Coordinator – BRHS Full-time English Teacher – BRMS Leave Replacement Teacher of Mathematics – BRMS Full-time Science Teacher – **BRHS Assistant Football Coach** – **BRHS Assistant Bowling Coach** – **PMES REPOST 3rd Grade Special Education Teacher** –

N. BUSINESS, FINANCE & OPERATIONS

1. +Motion to accept Board Secretary's Monthly Certification: Budgetary Line Item Status and Budgetary Major Account/Fund Status for November 2018
2. +Motion to approve Transfer of Funds.
3. +Motion to approve armored courier service agreement with Eastern Armored Services for the period beginning January 1, 2019 to December 1, 2019, at a rate of \$340.70 per month, (annualized \$ 4,088.40). [Same as prior year].
4. +Motion to renew annual service agreement/warranty and related preventive maintenance, with Ray Angelini, Inc. for the high school solar photovoltaic system, from December 1, 2018 to November 30, 2019 at an annual cost of \$5,988. [Same as prior year]
5. +Motion to renew contract with Administrative Software Application, Inc. ("ASAP") to provide online registration and data management services to CDA at an annual cost of \$4,867.00 for the period 1/1/2019 to 12/31/2019. [Calendar year 2018 cost \$4,505.00]
6. Motion to dispose, by sale or other means, of a previously retired/non-operational 1994 Chevy Pick-up truck [VIN:1GCGK24K1RE266336].
7. +Motion to award a contract to lease up to fourteen (14) copiers from KDI Office Technology, for use by the elementary and middle schools as well as the two auxiliary offices (Transportation and the Black Building), over a term not to exceed three (3) years at monthly estimated charges of approximately \$3,335, inclusive of finance cost not to exceed \$2,100.00 and service costs anticipated at \$1,261 based on historical monthly trend, per proposals received to replace existing leases expiring January 31, 2019.
8. Motion to approve services provided by the NJ Commission for the Blind and Visually Impaired for the remainder of the 18-19 SY, Level 1 service with a cost of \$1,442 (one student).
9. Motion to approve one out of district student placement to Burlington County Alternative High School, effective approximately 12/13/19 through 6/20/19, with a tuition fee of \$136.11/per day.

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10. Motion to approve two out of district student placements to BCSSSD-Autism Program, effective 9/5/18 through 6/19/19 with a tuition of \$48,747/each.
11. Motion to approve two out of district student placements to BCSSSD-MD Program, effective 9/5/18 through 6/19/19, with a tuition of \$42,802/each.
12. Motion to approve one out of district student placement to Hampton Academy, effective 11/5/18 through 6/18/19 with a tuition of \$39,402.33.
13. Motion to approve one out of district student placement to Burlington County Alternative High School, effective 9/5/18 through 6/20/19 with a tuition of \$24,500.
14. Motion to approve the following Joint Agreements payable to Bordentown Regional School District:
 - BURLINGTON TOWNSHIP SCHOOL DISTRICT
 - a. To transport one student to and from Mercer County Special Services School, Trenton, Route # 102, effective September 1, 2018 to June 30, 2019. Total cost \$13,952.15.
 - FLORENCE TOWNSHIP SCHOOL DISTRICT
 - a. To transport four students to and from Notre Dame High School, Lawrenceville, Route # 94, effective August 30, 2018 to June 30, 2019. Total cost \$4,000.00.
15. Motion to approve the following Joint Agreements payable to another school district:
 - BURLINGTON TOWNSHIP SCHOOL DISTRICT
 - a. To transport one student to and from Eden School, Princeton, effective September 1, 2018 to June 30, 2019. Route BT-9, Total cost \$25,950.00.
 - FLORENCE TOWNSHIP SCHOOL DISTRICT
 - a. To transport one student to and from Brookfield School Medford, effective September 6, 2018 to November 1, 2018. Route # A1 AM, Total cost \$1,626.40.
 - NORTHERN BURLINGTON REGIONAL SCHOOL DISTRICT
 - a. To transport three students to and from Northern Burlington High School and Middle School effective September 1, 2018 to June 30, 2019. Total cost \$20,828.85.
16. **+Motion to enter an inter-local (shared) services agreement with Bordentown City for police coverage for added security at BABL basketball games during the months of December 2018 through February 2019 at a rate of \$40.00 per hour (or part thereof).**
17. **Motion to approve the following homebound agency to provide academic instruction as needed:**
 - LifeWorks Schools
 - Foundations Behavioral Health
 - 833 East Butler Avenue
 - Doylestown, PA 18901
 - Rate: \$55.00/hour

INFORMATION

18. +Tentative FY2019-20 Budget Calendar—Key Dates

O. DISCUSSION ITEMS

P. POLICY

1. **2nd Reading: (policies are on website for viewing)**
 - a. +Motion to adopt Policy # 4111, Recruitment, Selection and Hiring
 - b. +Motion to adopt Policy # 4211, Recruitment, Selection and Hiring
 - c. +Motion to adopt new Policy # 5141.21, Administering Medication (new policy)
 - d. +Motion to adopt Policy # 6171.4, Special Education

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Q. 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