

BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
580 Erial Road, Blackwood, New Jersey 08012
BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT
Mr. Frank Rizzo, Board Secretary/Business Administrator
ACTION/WORKSHOP MEETING
May 19, 2022
Triton Regional High School – 6:00 pm

Mrs. Jenn Storer called to order the Regular Session at 6:01 pm at Triton Regional High School.

Everyone was invited to join in the flag salute.

The Board agreed to have a moment of silence to honor our troops and first responders.

Mr. Frank Rizzo read the Open Public Meetings Preamble.

The New Jersey Open Public Meetings Law was enacted to ensure the right of the Public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Black Horse Pike Regional Board of Education has cause notice of this meeting to be published by having the date, time, and place thereof posted by the Board Secretary in the following manner:

Posting of the official school bulletin boards located on the schoolhouse door at Triton, Highland, and Timber Creek Regional High Schools on 6/24/21.
Posting on the front door of the Central Office facility on 6/24/21.
Mailing written notice to the Courier Post and the South Jersey Times on 6/24/21.
Filing written notice with the Municipal Clerks of Bellmawr, Gloucester Township and Runnemede on 6/24/21:
Upon being read at the opening of this public meeting, this notice will be incorporated into the minutes of this meeting.

PRESENT – Mr. Kevin Bucceroni, Mr. Michael Eckmeyer, Dr. Joyce Ellis (virtually), Ms. Kaitlyn Hutchison, Mr. Kevin McElroy, Ms. Shana Mosely (virtually), Mrs. Patricia Wilson, Mr. Jay McMullin, Mrs. Jenn Storer
ALSO PRESENT - Mr. John Wade (virtually), Dr. Brian Repici, Mrs. Julie Scully, Mr. Frank Rizzo, Mrs. Melissa Sheppard, Mr. Dan Beaver, Mr. Rob DiMauro, Jr.

Mrs. Jenn Storer asked for emergency items. There was none.

Student Awards were presented

Mrs. Jenn Storer asked for public comment. There was none.

A. INFORMATION ITEMS

1. Required Monthly Drills

	Date	Time	Evac Time	Type of Drill
Triton	4/26/2022	9:30 am	2 mins. 57 secs.	Fire Drill
	4/29/2022	8:30 am	5 minutes	Evacuation Drill
Highland	4/1/2022	9:21 am	4 minutes	Fire Drill
	4/29/2022	12:15 pm	4 minutes	Lock Down
Timber Creek	4/14/2022	9:26 am	6 minutes	Fire Drill
	4/29/2022	11:15 am	25 minutes	Evacuation Drill
Bus Evacuations – nothing to report				

2. Board Attendance

3. Committee Meeting Schedule/Reports

Curriculum/Special Ed/Student Affairs	Nothing to Report
Facilities/Security/Transportation	Nothing to Report

Finance/Technology	Nothing to Report
Negotiations	Nothing to Report
Personnel	Nothing to Report
Policy/Planning	Nothing to Report
Public Relations/Media/Bd Relations	Nothing to Report
Shared Services	Nothing to Report

A. MANDATED MONTHLY ACTION ITEMS

Mr. Frank Rizzo presented Item #7B: 1, 2, 3, 4, 5 for approval.
 On the motion of Mr. Kevin McElroy, seconded by Ms. Kaitlyn Hutchison, Item #7B: 1, 2, 3, 4, 5: approved.
 ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Mr. Michael Eckmeyer, Dr. Joyce Ellis, Ms. Kaitlyn Hutchison,
 Mr. Kevin McElroy, Ms. Shana Mosely, Mrs. Patricia Wilson, Mr. Jay McMullin, Mrs. Jenn Storer

1. Minutes

Move that the Board of Education act to approve the minutes of the following meetings as submitted by the Board Secretary/Business Administrator and that the Executive Session minutes be released to the public for all items that no longer need to be held confidential:

- Minutes of March 24, 2022 Executive Session released to the Public
- Minutes of April 28, 2022 Workshop/Action
- Minutes of April 28, 2022 Executive Session
- Minutes of May 5, 2022 Public Hearing
- Minutes of May 5, 2022 Executive Session

2. Budget/Account Transfers

Move to approve the Budget Transfers as shown.

3. Bill List

Move that the bills submitted be paid and the officers’ action in making payment therefore is hereby approved.

4. Cash/Wire Transfers

Move that the Board of Education approve the cash/wire transfers as shown.

5. Board Secretary/Business Administrator’s Report

Move that the Board of Education approve the report of the Board Secretary/Business Administrator.

Mr. Frank Rizzo presented Item #7B: 6, 7, 8, 9, 10 for approval.
 On the motion of Mr. Kevin McElroy, seconded by Mr. Michael Eckmeyer, Item #7B: 6, 7, 8, 9, 10: approved.
 ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Mr. Michael Eckmeyer, Dr. Joyce Ellis, Ms. Kaitlyn Hutchison,
 Mr. Kevin McElroy, Ms. Shana Mosely, Mrs. Patricia Wilson, Mr. Jay McMullin, Mrs. Jenn Storer

6. Reconciliation of Statements Report

Reconciliation of Statements Report in accordance with 18A:17-36 and 18A:17-9 for the month of April 2022. The Reconciliation Report and Secretary’s report are in agreement for the month of April 2022. Move that the Board of Education approve the Reconciliation of Statements report. (see attached exhibit)

7. Budget Certification

BOARD’S CERTIFICATION	
Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.	
BOARD SECRETARY’S CERTIFICATION	

Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2022. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

CHANGE IN ANTICIPATED REVENUE

Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

8. Cafeteria Fund Analysis

Move that the Board of Education approve the Cafeteria Fund Analysis.

9. Student Activity Account Report

10. Use of Facilities

C. Other Monthly Action Items

Mr. Frank Rizzo presented Item #7C: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 for approval.

On the motion of Mrs. Patricia Wilson, seconded by Mr. Kevin McElroy, Item #7C: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Mr. Michael Eckmeyer, Dr. Joyce Ellis, Ms. Kaitlyn Hutchison, Mr. Kevin McElroy, Ms. Shana Mosely, Mrs. Patricia Wilson, Mr. Jay McMullin, Mrs. Jenn Storer

1. Bill Payment Resolution for payments between meetings

Move that the Board of Education approve the Resolution allowing the Business Administrator / Board Secretary to make all bill payments, with the full board to ratify at the June 2022 meeting.

2. Designation of Official Newspapers

Move that the Board of Education act to approve the designation of The South Jersey Times and The Courier Post as the official newspapers.

3. Adoption of Existing Board Policies

Move that the Board of Education approve the adoption of existing board policies.

4. Transportation of State Commodities

Move that the Board of Education approve Paul’s Commodity Hauling Inc. as the vendor hauling State Commodities from Safeway Cold Storage to the Black Horse Pike Regional School District (see attached exhibit).

5. Approve Petty Cash Funds

Move that the Board of Education approve petty cash funds for the period of July 1, 2022 through June 30, 2023, as specified below:

Central Administration	\$200.00
Building Principals	\$100.00
Special Education Student Incentive Program	\$100.00
Maintenance	\$200.00
Transportation	\$400.00

6. Approve Existing Curriculum

Move that the Board of Education approve the existing district curriculums for the 2022-2023 school year.

7. Frontline Education Platform and Software

Move that the Board approve the Frontline Education Platform and Software as follows:

IEP Direct – IEP Development and maintenance
Absence – ASEOP – Staff attendance program
MLP Oasys – Observation and PD development / maintenance program
Recruiting and Hiring – Staff Employment / recruiting program
Frontline Central – Administrative documentation module for hiring process

8. State Contracted Vendors for the 2022-2023 School Year

Move that the Board of Education approve the additional state contracted vendors to be utilized during the 2022-2023 school year. (see attached exhibit)

9. Authorization to Award Contracts

Move that the Board of Education authorize the Business Administrator to award contracts up to the bid threshold/quote threshold until the next reorganization meeting of the Board.

10. Approve Tax Shelter Providers

Move that the Board of Education approve the following Tax Shelter providers and include them as an addendum to the district 403(b) Plan Document: Lincoln Investment, Equitable, Delaware Funds, Metlife, Siracusa Benefits, Midland National, Franklin, Templeton, Vanguard

BE IT FURTHER RESOLVED, that the Omni Group be appointed the District's 3rd Party Administrator for the District's 403(b) plans.

11. Approve Cooperative Purchasing

Move that the Board of Education approve cooperative purchasing from July 1, 2022 through June 30, 2023 with:

Educational Services Commission of New Jersey
Ed Data
NJEDGE>net, Inc.'s Edge Market
WSCA-NASPO
Hunterdon County Educational Services Commission
U.S. Communities
Government and Purchasing Alliance
Garden State Co-op
Keystone Purchasing Network
NJPA

12. Resolution for Appointment of Representative to the School Health Insurance Fund effective July 1, 2022 to represent the BHPRSD

Move that the Board of Education approve the appointment of Frank Rizzo as Representative to the School Health Insurance Fund, effective July 1, 2022 to represent the Black Horse Pike Regional School District.

Mr. Frank Rizzo presented Item #7C: 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 for approval.

On the motion of Mr. Kevin McElroy, seconded by Mr. Michael Eckmeyer, Item #7C: 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Mr. Michael Eckmeyer, Dr. Joyce Ellis, Ms. Kaitlyn Hutchison, Mr. Kevin McElroy, Ms. Shana Mosely, Mrs. Patricia Wilson, Mr. Jay McMullin, Mrs. Jenn Storer

13. Appointment of Purchasing Agent

Move that the Board of Education approve the appointment of Frank Rizzo as the District Qualified Purchasing Agent from July 1, 2022 through June 30, 2023 bid threshold \$ 44,000.

14. Appointment of Board Secretary

Move that the Board of Education approve the appointment of Frank Rizzo as Board Secretary from July 1, 2022 through June 30, 2023.

15. Appointment of PACO/OPRA

Move that the Board of Education approve the appointment of Frank Rizzo as the Public Agency Compliance Official (PACO) and Open Public Records Official from July 1, 2022 through June 30, 2023.

16. Appointment of Affirmative Action Office

Move that the Board of Education approve the appointment of Julie Scully and Frank Rizzo, as the Affirmative Action Officer(s), from July 1, 2022 through June 30, 2023.

17. Appointment of 504 Officer

Move that the Board of Education approve the appointment of Erika Silich as the District 504 Officer from July 1, 2022 through June 30, 2023.

18. Comprehensive Equity Officer and Title IX Officer

Move that the Board of Education approve the appointment of Julie Scully as the Comprehensive Equity Officer and Title IX Officer from July 1, 2022 through June 30, 2023.

19. Anti-Bullying Coordinator

Move that the Board of Education approve Julie Scully as the district's Anti-Bullying Coordinator from July 1, 2022 through June 30, 2023.

20. NJSIAA Membership

Move that the Board of Education act to approve to continue the NJSIAA Membership renewal for Highland, Triton and Timber Creek for the period of July 1, 2022 through June 30, 2023. (see attached exhibit)

21. Approve of Request for Proposals

Move that the Board of Education approve the following vendors starting July 1, 2022 and ending June 30, 2023:

Architect	Garrison Architects
Auditor	Bowman & Company LLP
Bond Counsel	Parker McCay
Counseling Services	Center for Family Guidance, PC
	First Children Services
Engineers	Remington & Vernick Engineers
Environmental Firm	Epic Environmental Services, LLC
	Environmental Design, Inc.
	Remington & Vernick Engineers
Nursing	Bayada Home Health Care Inc.
	Professional Medical Staffing
Physician	Harry Sharp, DO
Solicitor	Wade, Long, Wood & Long, LLC
Special Conflicts Counsel	Capehart Scatchard
	Comegno Law Group, PC
	Parker McCay
Therapy Services	AMN Health Care/Allied Services
	General Healthcare Resources, LLC
	Oxford Consulting Services
	United Therapy Solutions
	Virtua Rehab School Services

22. Extraordinary Unspecifiable Services

Move that the Board of Education approve the following Extraordinary Unspecifiable Services providers for the 2022-2023 school year.

Broker of Records of Employee Benefits	Conner Strong & Buckelew
Insurance Consultant	Connor Strong & Buckelew

23. Genesis Educational Services

Move that the board of Education approve the renewal of Genesis Educational Services for the 2022-2023 school year at a cost of \$ 36,279.00.

24. Tuition Contracts

Move that the Board of Education approve tuition contracts. (see attached exhibit)

A. PERSONNEL

Dr. Repici presented Item #8A: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 for approval. On the motion of Mr. Kevin Bucceroni, seconded by Mr. Kevin McElroy, Item #8A: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Mr. Michael Eckmeyer, Dr. Joyce Ellis, Ms. Kaitlyn Hutchison, Mr. Kevin McElroy, Ms. Shana Mosely, Mrs. Patricia Wilson, Mr. Jay McMullin, Mrs. Jenn Storer

1. Co-curriculum Appointments

The Superintendent recommends the persons shown on schedule A, highlighted in yellow, be appointed to the listed co-curriculum/athletic coaching positions at the stipends shown for the 2022-2023 school year and are paid for time served in the positions.

Approval is recommended.

2. Resolution for Emergency Hiring Nothing to Report

We are now required to submit each month to the County Education Office a list of persons we have hired that have not yet received final approval of their criminal history check. The Superintendent recommends approval of the resolution shown on schedule B that lists those persons and the positions to which they have been appointed.

3. Appointment: Per Diem Substitute Nothing to Report

The persons listed on SCHEDULE C are recommended for employment as per diem substitute staff for the 2022-2023 school year, pending completion of all pre-employment requirements. Certificates held and compensation rates are also shown. Approval is recommended.

4. Approval: Professional Development/School Business Requests

The Superintendent recommends approval of the Professional Development/School Business requests shown on schedule D. Details of these requests and costs to the district are shown on the schedule.

5. Approval: Resignation/Revised Resignation

J. DiVietro, an English Teacher at Timber Creek High School, has submitted a letter of resignation, to be effective on May 19, 2022. The Superintendent recommends acceptance of the revised resignation.

C. Blank, an ABA Aide for the Black Horse Pike Regional School District, has submitted a letter of resignation, to be effective June 30, 2022. The Superintendent recommends acceptance of the resignation.

M. French, a Special Education Teacher at Timber Creek High School, has submitted a letter of resignation, to be effective on August 4, 2022. The Superintendent recommends acceptance of the revised resignation.

6. Approval: Change in Assignment

The Superintendent recommends Board of Education approval of the change in assignment for the individuals listed on the schedule for the 2022-2023 school year. Details are shown on SCHEDULE I.

7. Appointment: Support Staff

The Superintendent recommends the appointment of the new hire for the 2022-2023 school year. Details of the assignment and salary are shown on SCHEDULE J.

8. Appointment: Professional Staff

The Superintendent recommends the appointment of the new hires for the school year 2022-2023. Details of the assignment and salary are shown on SCHEDULE K.

9. Appointment: Music Positions at Highland

The Superintendent recommends Board of Education approval of the appointment for the Indoor Percussion and Jazz Band positions at Highland High School for the 2022-2023 school year. Details are shown on SCHEDULE L.

10. Appointment: Science Teachers Summer Work

The Superintendent recommends Board of Education approve the appointment of the employees on the attached schedule for summer work. Details are shown on SCHEDULE M.

Dr. Repici presented Item #8A: 11, 12, 13, 14, 15, 16, 17 for approval. On the motion of Mr. Kevin McElroy, seconded by Ms. Kaitlyn Hutchison, Item #8A: 11, 12, 13, 14, 15, 16, 17: approved. ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Mr. Michael Eckmeyer, Dr. Joyce Ellis, Ms. Kaitlyn Hutchison, Mr. Kevin McElroy, Ms. Shana Mosely, Mrs. Patricia Wilson, Mr. Jay McMullin, Mrs. Jenn Storer

11. Acknowledgement: Business Administrator & Assistant Superintendent Contracts

The Superintendent recommends Board of Education acknowledge the County approval of the Business Administrator and Assistant Superintendent's 2022-2023 contracts. Details are shown on the attached SCHEDULE N.

12. Appointment: ROTC Summer Work

The Superintendent recommends Board of Education approve the appointment of the employees on the attached schedule for summer work. Details are shown on SCHEDULE O.

13. Approval: Transfers Professional Staff (Voluntary)

The Superintendent recommends Board of Education approval of the voluntary transfers for Triton, Highland and Timber Creek support staff, effective September 1, 2020, as listed on SCHEDULE P.

14. Appointment: ABA Services 2022-2023

The Superintendent recommends Board of Education approve the appointment of the employee on the attached schedule for ABA services for the 2022-2023 school year. Details are shown on SCHEDULE Q.

15. Appointment: Summer Music Program

The Superintendent recommends Board of Education approve the appointment of the employees on the attached schedule for the summer music program. Details are shown on SCHEDULE R.

16. Appointment: Work Based Coordinator Assistants

The Superintendent recommends Board of Education approve the appointment of the employees on the attached schedule as work based coordinator assistants. Details are shown on SCHEDULE S.

17. Approval: 2021-2022 Superintendent and Board Goals

WHEREAS, N.J.A.C. 6A:23A-3.1 permits a Board of Education to include in its contract with the Superintendent of Schools, Dr. Brian Repici, qualitative and quantitative criteria and associated merit salary bonuses in recognition of his achievement during the 2021-2022 school year, and WHEREAS, the Black Horse Pike Regional School Board of Education has now developed a set of annual goals for the 2021-2022 school year that it wishes to include in its Employment Agreement with the Superintendent, NOW, THEREFORE, BE IT RESOLVED that

the Black Horse Pike Regional School District Board of Education establishes the following quantitative and qualitative criteria and merit salary bonuses for his achievement. Details are shown on the attached SCHEDULE T.

B. ATHLETICS Nothing to Report

C. POLICY

Dr. Repici presented Item #8C: 1, 2, 3 for approval. On the motion of Mr. Kevin Bucceroni, seconded by Ms. Kaitlyn Hutchison, Item #8C: 1, 2, 3: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Mr. Michael Eckmeyer, Dr. Joyce Ellis, Ms. Kaitlyn Hutchison, Mr. Kevin McElroy, Ms. Shana Mosely, Mrs. Patricia Wilson, Mr. Jay McMullin, Mrs. Jenn Storer

1. First Reading Policy

4432 Sick Leave-Support Staff

2. Second Reading Policy

5850 Social Events and Class Trips

3. Second Reading Regulation

5850 Social Events and Class Trips

H. MISCELLANEOUS

Dr. Repici presented Item #8H: 2, 3 for approval. On the motion of Mr. Kevin McElroy, seconded by Mr. Jay McMullin, Item #8H: 2, 3: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Mr. Michael Eckmeyer, Dr. Joyce Ellis, Ms. Kaitlyn Hutchison, Mr. Kevin McElroy, Ms. Shana Mosely, Mrs. Patricia Wilson, Mr. Jay McMullin, Mrs. Jenn Storer

1. Special Education - Out of District Placements 2021-2022 **Nothing to Report**

For the school year 2022-2023, the Child Study Team has placed the classified students listed on SCHEDULE E in special education institutions believed to be the best staffed and equipped to deal with the specific learning disabilities identified for these students. Acknowledgement of the Board of Education for these placements is requested.

2. Harassment Intimidation & Bullying (HIB) Investigations

Be it resolved that the Black Horse Pike Regional School District Board of Education acknowledges that the HIB investigations were presented within the Executive Session portion of the May 19, 2022 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying Coordinator. Details are shown on schedule F.

Be it resolved that the Black Horse Pike Regional School District Board of Education approves the results of the HIB Investigations that were presented and acknowledged within Executive Session portion of the April 28, 2022 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying Coordinator. Details are shown on the attached schedule.

3. Approval: Job Description

The Superintendent recommends Board of Education approval for Supervisor of Teaching and Learning. Details are shown on the attached SCHEDULE H.

Mrs. Hines thanked the Board for hearing her issues and taking steps to resolve them.

Dr. Joyce Ellis, Ms. Kaitlyn Hutchison, Mr. Kevin McElroy, Ms. Shana Mosley exited the meeting at 7:00 pm.

INFORMATION ITEMS

Dr. Brian Repici, Superintendent

"Triton Indoor Percussion Champions"
"Triton School Performance Review"

BUSINESS/TECHNOLOGY UPDATE

Mr. Frank Rizzo, Board Secretary/Business Administrator
Nothing to Report

CURRICULUM UPDATE

Mr. Matthew Szuchy, Director of Curriculum & Instruction
Nothing to Report

PERSONNEL UPDATE

Mrs. Julie Scully, Assistant Superintendent
Nothing to Report

On the motion of Mr. Jay McMullin, seconded by Mr. Kevin Bucceroni the Board of Education adjourned at 7:15 pm.

HAND VOTE

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Mr. Michael Eckmeyer, Mrs. Patricia Wilson, Mr. Jay McMullin, Mrs. Jenn Storer

Absent: Dr. Joyce Ellis, Ms. Kaitlyn Hutchison, Mr. Kevin McElroy, Ms. Shana Mosley

Respectfully submitted,

Frank Rizzo
Board Secretary / Business Administrator

FR/gb