

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
MINUTES OF ACTION MEETING
May 29, 2019**

Mr. Bill Murray called to order the Regular Session at 3:00 pm at the Administrative Offices.

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 insure 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 6/29/18.

Posting on the front door of the Central Office facility on 6/29/18.

Mailing written notice to the Philadelphia Inquirer and the South Jersey Times on 6/29/18.

Filing written notice with the Municipal Clerks of Bellmawr, Gloucester Township and Runnemede on 6/29/18:

Upon being read at the opening of this public meeting, this notice will be incorporated into the minutes of this meeting.

PRESENT – Dr. Joyce Ellis, Mr. Kevin McElroy, Mr. Jay McMullin, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray

ABSENT - Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin Bucceroni,

ALSO PRESENT - Dr. Brian Repici, Mr. Frank Rizzo, Mrs. Julie Scully, Mr. Matt Szuchy, Mr. Anthony Tarsatana,

Mr. Bill Murray asked for any emergency items. There were none.

Mr. Bill Murray asked for public comment. There were no public comments.

A. INFORMATION ITEMS

1. Required Monthly Drills

	Date	Time	Evac Time	Type of Drill
Triton				
Highland				
Timber Creek	Nothing	To	Report	
Twilight				
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

B. MANDATED MONTHLY ACTION ITEMS

Mr. Frank Rizzo presented Item #5B: 1, 3, and 10 for approval.
On the motion of Mr. Jay McMullin, seconded by Mr. Kevin McElroy, Item #5B: 1, 3, and 10 : approved.

ROLL CALL VOTE

YES – Dr. Joyce Ellis, Mr. Kevin McElroy, Mr. Jay McMullin, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray

Absent: Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin Bucceroni

ABSTAINED from #5B: 10 – 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 April 11, 2019 Executive Session – Released to the Public

Minutes of May 9, Exec Session

Minutes of May 9, 2019 Workshop/Action

2. Budget/Account Transfers – Nothing to report

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- Nothing to report

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

5. Board Secretary/Business Administrator’s Report-Nothing to report

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

6. Reconciliation of Statements Report – Nothing to report

Reconciliation of Statements Report in accordance with 18A:17-36 and 18A:17-9 for the month of _____. The Reconciliation Report and Secretary’s report are in agreement for the month of _____. Move that the Board of Education approve the Reconciliation of Statements report.

7. Budget Certification – Nothing to report

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 _____. 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 – Nothing to report

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

9. Student Activity Account Report – Nothing to report

10. Use of Facilities

C. Other Monthly Action Items

Mr. Frank Rizzo presented Item #5C: 1, 2, 3, 4, 5 for approval.

On the motion of Mr. Kevin McElroy, seconded by Mrs. Jenn Storer, Item #5C: 1, 2, 3, 4, 5: approved.

ROLL CALL VOTE

YES – Dr. Joyce Ellis, Mr. Kevin McElroy, Mr. Jay McMullin, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray

Absent: Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin Bucceroni

1. Schools Health Insurance Fund 2019-2020 Wellness Grant

Move that the Board of Education approve the 2019-2020 Schools Health Insurance Wellness Grant application (see attached exhibit)

2. 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).

3. Tuition Contracts

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

4. Approve of Request for Proposals

Move that the Board of Education approve the following vendors starting July 1, 2019 and ending June 30, 2020:

Architect	Garrison Architects
Auditor	Bowman & Company LLP
Bond Counsel	Parker McCay
Engineers	Jefferis Engineering Associates, LLC
	Remington & Vernick Engineers
Environmental Firm	Epic Environmental Services, LLC
	Environmental Design, Inc.
	Remington & Vernick Engineers
Nursing	Bayada Home Health Care Inc.
	Epic Health Services
	Maxim Healthcare Services
Physician	Harry Sharp, DO
Solicitor	Wade, Long, Wood & Long, LLC
Special Conflicts Counsel	Parker McCay
	Capehart Scatchard Attorneys at Law
Therapy Services	Advanced School Staffing
	GHR Educational
	Jump Ahead Pediatrics
	Virtua School Therapy

5. Extraordinary Unspecifiable Services

Move that the Board of Education approve the following Extraordinary Unspecifiable Services providers for the 2019-2020 school year.

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

Mr. Frank Rizzo presented Item #5C: 6, 7, 8, 9, 10 for approval.

On the motion of Mrs. Jenn Storer, seconded by Mrs. Patricia Wilson, Item #5C: 6, 7, 8, 9, 10: approved.

ROLL CALL VOTE

YES – Dr. Joyce Ellis, Mr. Kevin McElroy, Mr. Jay McMullin, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray

Absent: Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin Bucceroni

6. Extension of Contracts

Move that the Board of Education approve the following contracts for one year renewals for the 2019-2020 school year:

Bread	Deluxe Italian Bakery, Inc.
Milk	Hy-Point Dairy Farms, Inc.
Student Safety Specialist	K.D. National Force Security & Investigations, LLC

7. Cooperative Pricing Agreement with NJEDGE.NET, INC'S EDGE MARKET

Move that the Board of Education approve the District to enter into a cooperative pricing agreement with NJEDGE.NET, INC.'S EDGE MARKET. (see attached exhibit)

8. NJSIG Safety Grant

Move that the Board of Education approve the NJSIG Safety Grant application for 2019 in the amount of \$14,664.74.

9. Disposal of Technology Equipment

Move that the Board of Education approve the disposal of technology equipment at Highland High School. (see attached exhibit)

10. Donation of Equipment

Move that the Board of Education accept the donation of a Bowflex Conquest from Mike Hampton.

Dr. Repici presented Item #6A: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 for approval.

On the motion of Mr. Jay McMullin, seconded by Mrs. Patricia Wilson, Item #6A: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 approved.

ROLL CALL VOTE

YES – Dr. Joyce Ellis, Mr. Kevin McElroy, Mr. Jay McMullin, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray

Absent: Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin Bucceroni

ABSTAINED from #6A: 1 –Mr. Bill Murray

A. PERSONNEL

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 2019-2020 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

The persons listed on SCHEDULE C are recommended for employment as per diem substitute staff for the 2019-2020 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. Reappointment of Support Staff 2019-2020

The Superintendent recommends reappointment of the support staff for the 2019-2020 school year. Details of assignments and salaries are shown on SCHEDULE H.

6. Approval: Resignation

J. Albano, a Secretary at Triton High School, has submitted a letter of resignation, to be effective May 31, 2019. The Superintendent recommends acceptance of the resignation.

R. Collins, a Special Education Aide at Timber Creek High School, has submitted a letter of resignation, to be effective May 22, 2019. The Superintendent recommends acceptance of the resignation.

J. Fowlkes, a Special Education Aide at Highland High School, has submitted a letter of resignation, to be effective June 17, 2019. The Superintendent recommends acceptance of the resignation.

J. Boyd, a Special Education Aide at Timber Creek High School, has submitted a letter of resignation, to be effective June 7, 2019. The Superintendent recommends acceptance of the resignation.

7. Appointment: Support Staff

The Superintendent recommends the Board of Education approve the employees shown on the attached schedule to be appointed as a support staff for the 2018-2019 and 2019-2020 school years. Details are shown on SCHEDULE I.

8. Rescind: Professional Staff Appointment

The Superintendent requests approval to rescind the appointment of C. Lauber for the 2019-2020 school year.

9. Approval: Revised Salary Support Staff

The Superintendent requests Board of Education approve the revised salary on the attached schedule for the 2019-2020 school year. Details are shown on SCHEDULE J

10. Approval: Leave of Absence

The Superintendent requests Board of Education approve the leave of absence for #1387 beginning September 2, 2019 through January 9, 2020.

Dr. Repici presented Item #6A: 11, 12, 13, 14, 15, 16, 17, 18, 19, 20 for approval.

On the motion of Mr. Kevin McElroy, seconded by Mrs. Patricia Wilson, Item #6A: 11, 12, 13, 14, 15, 16, 17, 18, 19, 20 approved.

ROLL CALL VOTE

YES – Dr. Joyce Ellis, Mr. Kevin McElroy, Mr. Jay McMullin, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray

Absent: Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin Bucceroni

11. Appointment: Lead Teachers

The Superintendent requests Board of Education approve the appointment of the employees on the attached schedule as Lead Teachers for the 2019-2020 school year. Details are shown on SCHEDULE K.

12. Appointment: Professional Staff

The Superintendent request Board of Education approve the appointment of the new hires for the school year 2019-2020. Details of the assignment and salary are shown on SCHEDULE M.

13. Appointment: Summer Music Program

The Superintendent requests Board of Education approve the appointment of the employees on the attached schedule for the Summer Music Program for the 2019-2020 school year. Details are shown on SCHEDULE N.

14. Appointment: ROTC Summer Work

The Superintendent requests Board of Education approve the appointment of the employees on the attached schedule for ROTC summer work for the 2019-2020 school year. Details are shown on SCHEDULE O.

15. Approval School Anti-Bullying Specialists and District Anti-Bullying Coordinator Compensation

The Superintendent recommends approval, as per the attached exhibit, for the compensation of the district's School Anti-Bullying Specialists and District Anti-Bullying Coordinator for services provided beyond the regular working day for the 2019-2020 school year. Details are shown on the attached schedule P.

16. Approval: Change in Assignment

The Superintendent recommends Board of Education approval of the change in assignment for the individual listed on the schedule for the 2018-2019 and 2019-2020 school years. Details are shown on SCHEDULE R.

17. Appointment: Summer Professional Development

The Superintendent requests Board of Education approve the appointment of the employees on the attached schedule for Summer Professional Development for the 2019-2020 school year. Details are shown on SCHEDULE S.

18. Appointment: Dynamic Teachers

The Superintendent recommends Board of Education approval for the appointment of the employees listed on the attached schedule as Dynamic Teachers for the 2019-2020 school year. Details are shown on SCHEDULE T.

19. Approve: Student Teachers for the 2019-2020 School Year

The Superintendent recommends permission be granted for the following **Stockton University** student to serve her **Student Teacher/Clinical Practice** for the 2019-2020 school year.

Student Teacher: Eryn Swineford*
Dates: September 3, 2019 – December 10, 2019 and
January 2, 2020 through April 17, 2020
Supervised by: Sherry Gucciardi
School: Triton Regional High School
Subject: English
*Pending completion of all paperwork.

The Superintendent recommends permission be granted for the following **Wilmington University** student to serve her **Field Experience Placement** for the 2019-2020 school year.

Student Teacher: Stacy Gay
Dates: September 1, 2019 through January 8, 2020
Supervised by: Todd Wonderlin
School: Highland Regional High School
Subject: Social Studies

The Superintendent recommends permission be granted for the following **Rowan University** students to serve their **Clinical Experience** for the 2019-2020 school year.

Student Teacher: Steve Fini
Dates: September 3, 2019 – October 29, 2019
Supervised by: Erika Silich
School: Triton Regional High School
Subject: Special Education

Student Teacher: Catherine Lawrence
Dates: September 3, 2019 – October 29, 2019
Supervised by: Jessica Caffrey
School: Timber Creek Regional High School
Subject: Special Education

The Superintendent recommends permission be granted for the following **Wilmington University** student to serve her **Clinical Internship** for the 2019-2020 school year.

Student Teacher: Danielle Spinuzza
Dates: September 1, 2019 through December 20, 2019
Supervised by: Amanda Parisi
School: Triton Regional High School
Subject: Counseling

20. Appointment: Administrative Staff 2019-2020

The Superintendent recommends the appointment of the new administrative staff hire for the school year 2019-2020. Details of the assignment and salary are shown on SCHEDULE W.

B. ATHLETICS Nothing to Report

C. POLICY Nothing to Report

Dr. Repici presented Item #6H: 1, 2, 3, 4, 5, 6, 7, 9 for approval.
On the motion of Mrs. Jenn Storer, seconded by Mr. Jay McMullin, Item #6H: 1, 2, 3, 4, 5, 6, 7, 9 approved.
ROLL CALL VOTE
YES – Dr. Joyce Ellis, Mr. Kevin McElroy, Mr. Jay McMullin, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray
Absent: Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin Bucceroni

On the motion of Mr. Bill Murray, seconded by Patricia Wilson item 6H: 8 was tabled until June 20, 2019 meeting.
Hand Vote
YES – Dr. Joyce Ellis, Mr. Kevin McElroy, Mr. Jay McMullin, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray
Absent: Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin Bucceroni

H. MISCELLANEOUS

1. Special Education - Out of District Placements 2018-2019

For the school year 2018-19, 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 29, 2019 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 May 9, 2019 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying Coordinator. Details are shown on the attached schedule.

3. Approval Curriculum 2019-2020

The Superintendent recommends Board of Education approval of the following Curricula:

Advanced Digital Photography
Advanced Ceramics & Sculpture

4. Approval: Volunteer Clubs

The Superintendent recommends Board of Education approval for the following volunteer clubs at Timber Creek High School. Details are shown on SCHEDULE L.

5. Overnight Field Trip

Date of Event:	June 23 – June 29, 2019
Nature of Event:	ROTC Annual Leadership Camp
Location:	Ft. Dix, NJ
Transportation:	Bus
Students:	12 – Highland ROTC Students
Chaperone(s):	Major Simpson and Major Sergeant Miller
Cost to District:	Cost of transportation – TBD

6. Approve: Addendum to the BHPSA Contract

The Superintendent recommends Board of Education approval of the addendum to the BHPSA 2018-2021 contract. Details are shown on SCHEDULE Q.

7. Comprehensive Equity Plan Statement of Assurance

The Superintendent recommends the Board of Education attests to the accuracy of the Comprehensive Equity Plan Statement of Assurance and approve the submission of the SOA, Declaration page and board resolution to the NJ Department of education. Details are shown on SCHEDULE U.

8. Approval: Job Description

The Superintendent recommends Board of Education approve the Facilities and Project Coordinator job description. Details are shown on SCHEDULE V.

9. Long-term Student Suspension

#2007960, is suspended from Black Horse Pike Regional School District for the remainder of 2018-2019 school year. Student will receive home instruction.

INFORMATION ITEMS

Dr. Brian Repici, Superintendent
Nothing to Report

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, Director of Personnel Management
Nothing to Report

Mr. Bill Murray asked for public comment. There was none.

On the motion of Mrs. Patricia Wilson, seconded by Mrs. Jenn Storer the Board of Education adjourned at 3:31 pm.

Hand Vote

YES – Dr. Joyce Ellis, Mr. Kevin McElroy, Mr. Jay McMullin, Mrs. Jenn Storer, Mrs. Patricia Wilson,
Mr. Bill Murray

Absent: Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin Bucceroni

Respectfully submitted,

Frank Rizzo
Board Secretary

FR/gb