

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
MINUTES OF ACTION MEETING
January 17, 2019**

Mr. Bill Murray called to order the Regular Session at 7:17 pm at Timber Creek High School Office.

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 – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

ALSO PRESENT - Mr. John Moustakas, Dr. Brian Repici, Mr. Frank Rizzo, Mrs. Julie Scully,

Mr. Matthew Szuchy, Mrs. Missy Sheppard, Ms. Kasha Giddins, Ms. Lisa Owens, Mrs. Lynne Sireci,

Mr. Robert Mortka

On the motion by Mr. Kevin Bucceroni, seconded by Mrs. Jenn Storer the Executive Session was called to order at 7:40 pm

HAND VOTE

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the Black Horse Pike Regional School District (hereinafter "BHPRSD", Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the BHPRSD, 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 nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the BHPRSD, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

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

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 such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publically;

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

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; including, but not limited to HIB cases.

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;

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;

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;

WHEREAS, the length of the Executive Session is undetermined; however, the BHRSD, Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene at 7:00 pm and the BHRSD, Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the BHRSD, Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the BHRSD, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the BHRSD, Board of Education attorney advises 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 BHRSD, 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.

BE IT FURTHER RESOLVED that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

On the motion of Mrs. Jenn Storer, seconded by Mr. Kevin Bucceroni, the Board of Education adjourned from Executive Session at 8:38 pm.

HAND VOTE

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

Mr. Bill Murray asked for any emergency items.

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	12/6/18	9:10 am	9 minutes	Lockdown
	12/13/18	11:50 am	2 min. 50 sec.	Fire Drill
Highland	12/3/18	9:35 am	3 minutes	Fire Drill
	12/6/18	12:26 pm	45 minutes	Shelter in Place
	12/8/18	8:30 am	4 minutes	Evacuation Drill
Timber Creek	12/4/18	12:17 am	3 min. 3 sec.	Fire Drill
	12/18/18	7:44 am	9 minutes	Lockdown
Twilight	12/17/18	5:44 pm	3 minutes	Fire Drill
	12/18/18	4:48 pm	4 minutes	Shelter in Place
Bus Evacuations – nothing to report				

2. Board Attendance

3. Committee Meeting Schedule/Reports

Curriculum/Special Ed/Student Affairs	Nothing to Report
Facilities/Security/Transportation	See attached
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 #8B: 1, 2, 3, 4, 5 for approval.

On the motion of Mrs. Patricia Wilson, seconded by Mrs. Jenn Storer, Item #8B: 1, 2, 3, 4, 5: approved.

ROLL CALL VOTE

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

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 November 15, 2018 Executive Session – Released to the Public

Minutes of December 13, 2018 Exec Session

Minutes of December 13, 2018 Workshop/Action

Minutes of January 3, 2019 Reorganization meeting

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.

On the motion of Mrs. Patricia Wilson, seconded by Mr. Kevin Bucceroni Item #8B: 10 was tabled.

Hand Vote

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

Mr. Frank Rizzo presented Item #8B: 6, 7, 8, 9 for approval.

On the motion of Mr. Kevin McElroy, seconded by Mrs. Patricia Wilson, Item #8B: 6, 7, 8, 9, 10: approved.

ROLL CALL VOTE

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

6. Reconciliation of Statements Report

Reconciliation of Statements Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2018. The Reconciliation Report and Secretary’s report are in agreement for the month of December 2018. Move that the Board of Education approve the Reconciliation of Statements report.

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 December 2018. 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

8 B: 10 Approved by Mr. Bill Murray, President Board of Education (following the meeting)

10. Use of Facilities

C. Other Monthly Action Items

Mr. Frank Rizzo presented Item #8C: 1, 2, 3, 4 for approval.

On the motion of Mr. Kevin McElroy, seconded by Mr. Kevin Bucceroni, Item #8C: 1, 2, 3, 4: approved.

ROLL CALL VOTE

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray
ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

1. School Board Committees

Move that the Board of Education approve the attached list of School Board Committees (see attached exhibit)

2. McKinney-Vento/DCP&P-Tuition Placements

Move that the Board of Education approve the tuition placements for the students listed within the attached exhibit, in accordance with the McKinney-Vento Act, as well as the Department of Children and Families, Division of Child Protection and Permanency (see attached exhibit)

3. Financing Documents for School Bus Purchase

Move that the Board of Education authorize the Board President and Business Administrator to execute Financing documents for the purchase of a new school bus. (Approved 10/18/18 Board Meeting.) Upon receipt of the Financial Bids from Educational Services Commission of New Jersey.

4. 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, 11 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, 11: approved.

ROLL CALL VOTE

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

ABSTAINED from #8A: 1 –Mr. Bill Murray

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 2018-2019 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 2018-2019 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: Resignations

The Superintendent recommends Board of Education approval for the following resignations:

P. Malone, a Special Education Aide at Triton High School, has submitted a letter of resignation, to be effective December 22, 2018. The Superintendent recommends acceptance of the resignation.

S. Reid, a Cafeteria worker at Highland High School, has submitted a letter of resignation, to be effective December 21, 2018. The Superintendent recommends acceptance of the resignation.

P. Bower, a Math teacher at Triton High School, has submitted a letter of resignation, to be effective March 8, 2019. The Superintendent recommends acceptance of the resignation.

D. Tomczak, the assistant Athletic Director at Timber Creek High School, has submitted a letter of resignation, as Assistant Athletic Director, to be effective June 30, 2019. The Superintendent

recommends acceptance of the resignation.

6. Approval: Transfer

The Superintendent recommends Board of Education approval of the transfer of T. Lim, custodian, from Triton High School to Highland High School. Start date to be determined and no change in salary.

7. Approval: Leave of Absence

The Superintendent recommends Board of Education approval of the following leave of absences:

#1621, has requested a leave of absence beginning January 2, 2019 through January 22, 2019, unpaid.

#0589, has requested a leave of absence beginning March 4, 2019 through March 15, 2019, using remaining personal days and the rest unpaid.

#3060, has requested a leave of absence on or about February 10, 2019, using 10 vacation and 3 personal days.

#1497, has requested a leave of absence beginning January 23, 2019 through February 13, 2019, using accumulated sick days.

#3046, has requested to extend her leave beginning September 16, 2019 through January 28, 2020, unpaid.

#0152, has requested a leave of absence beginning April 29, 2019 through October 31, 2019. April 29, 2019 through June 18, 2019 using accumulated sick and personal days. September 1, 2019 through October 31, 2019 unpaid. Anticipated return to work November 1, 2019.

#0107, has requested a leave of absence beginning April 29, 2019 through end of school year, using accumulated sick days (until medically cleared). Anticipated return to work date is September 1, 2019.

#0318, has requested a leave of absence beginning May 13, 2019 through March 31, 2020. May 13, 2019 through June 17, 2019 using 25 sick days and September 1, 2019 through March 31, 2020 unpaid. Anticipated return to work date is April 1, 2020.

8. Appointment: Sign-in Desk Monitors

The Superintendent requests approval of the persons shown on the attached schedule to be appointed as Sign-in Desk Monitors at Triton High School for the 2018-2019 school year. Details of assignments and salaries are shown on SCHEDULE H.

9. Approve: Counseling Internship

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

Student Intern: Leah Hennessy *
Dates: September 1, 2019 through May 31, 2020
Supervised by: Alicia Kohn
School: Highland
Subject: Counseling*Pending completion of all paperwork.

10. Appointment: Support Staff

The Superintendent recommends the appointment of the new hires for the school year 2018-2019. Details of the assignment and salary are shown on SCHEDULE I.

11. Appointment: Bus Aide

The Superintendent requests approval of the employee shown on the attached schedule to be appointed as a Bus Aide for the 2018-2019 school year. Details are shown on SCHEDULE K.

B. ATHLETICS Nothing to Report

C. POLICY

Dr. Repici presented Item #8C: 1 for approval.

On the motion of Mrs. Jenn Storer, seconded by of Mr. Kevin McElroy, Item #8C: 1 : approved.

ROLL CALL VOTE

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

1. Second Reading– For Review of Policies & Procedures/Regulations

Policy:

4432 Sick Leave

Regulation:

5200 Attendance

H. MISCELLANEOUS

Dr. Repici presented Item #8H: 1, 3, 4, 5, 6, 7, 8, for approval.

On the motion of Mr. Kevin McElroy, seconded by of Mrs. Jenn Storer, Item #8H: 1, 3, 4, 5, 6, 7, 8: approved.

ROLL CALL VOTE

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

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 January 17, 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 December 13, 2018 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying Coordinator. Details are shown on the attached schedule.

3. Overnight Field Trip

Date of Event:	May 9 through May 11, 2019
Nature of Event:	AFJROTC
Location:	Washington, DC
Transportation:	Bus
Students:	48 – Highland Students
Chaperone(s):	Major Simpson and Sergeant Miller
Cost to District:	There will be no cost to the district. All costs will be paid for by the Air Force.

Date of Event:	May 2 through May 5, 2019
Nature of Event:	Indoor Color Guard and Percussion Championship
Location:	Wildwood, NJ
Transportation:	Bus

Students: 31 – Triton Students
Chaperone(s): Robert Adams
Cost to District: To be paid from Co-Curricular Music Account

Date of Event: March 4, 2019
Nature of Event: Teen Pep Overnight Retreat
Location: Ocean City, NJ
Transportation: Bus
Students: 17 – Triton Students
Chaperone(s): Christine Sroka and Thomas Small
Cost to District: To be paid from Physical Education Account

Date of Event: March 7, 2019 – March 8, 2019
Nature of Event: Teen Pep Overnight Retreat
Location: Ocean City, NJ
Transportation: Bus
Students: 27 – Highland Students
Chaperone(s): Theresa Blaese and Randi Lynch
Cost to District: To be paid from Physical Education Account

Date of Event: March 14, 2019 – March 15, 2019
Nature of Event: Teen Pep Overnight Retreat
Location: Ocean City, NJ
Transportation: Bus
Students: 27 – Timber Creek Students
Chaperone(s): Kerrie DiPietro and Marci Yorkman
Cost to District: To be paid from Physical Education Account

4. Approval Field Trips

The Superintendent recommends Board of Education approve the field trips that are shown on the attached schedule. Details are shown on the attached SCHEDULE J.

5. Approval Curriculum 2018-2019

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

AP Calculus
Advanced Digital Video

6. Twilight Program Highland

The Board of Education is supporting the placement of #2010710, #2009762, #2008941, and #2010618 in the Twilight Alternative School.

7. Approval: Job Descriptions

The Superintendent recommends Board of Education approval for the following Job Descriptions: Supervisor of Registration, Enrollment, and Summer Programs, Assistant Superintendent and Supervisor of Teaching and Learning. Details are shown on SCHEDULE L.

8. Long-term Student Suspension

#2010009, is suspended from Black Horse Pike Regional School District through 3rd marking period. Student will receive home instruction.

Dr. Repici presented Item #8H: 9 for approval.

On the motion of Mr. Kevin Bucceroni, seconded by of Mr. Kevin McElroy, Item #8H: 9: approved.

ROLL CALL VOTE

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

9. Review of HIB Case #2018-11

Move that the Board of Education affirmed the HIB findings with related to case #2018-11.

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

College Visits

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 9:05 pm.

Hand Vote

YES – Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT – Ms. Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin

Respectfully submitted,

Frank Rizzo
Board Secretary

FR/gb