

BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
MINUTES OF ACTION MEETING
March 14, 2013

Mr. Kevin Bucceroni called to order the Regular Session at 6:00 pm at Triton Regional High School.

Mrs. Jean Grubb 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 4/27/12.
- Posting on the front door of the Central Office facility on 4/27/12.
- Mailing written notice to the Courier Post on 4/27/12.
- Filing written notice with the Municipal Clerks of Bellmawr, Gloucester Township and Runnemede on 4/27/12.
- Upon being read at the opening of this public meeting, this notice will be incorporated into the minutes of this meeting.
- Everyone was invited to join in the flag salute.
- The Board agreed to have a moment of silence to honor our military.

PRESENT - Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Jay McMullin, Dr. Mark Schmitz, Mrs. Jenn Storer

ABSENT: Dr. Joyce Ellis, Mr. Ben Zanghi

On the motion of Mr. Jay McMullin, seconded by Dr. Joyce Ellis, the Board of Education Adjourned to Executive Session at 6:02 pm.

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 Blackhorse 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 purchase, 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;
- x Any investigations of violations or possible violations of the law; including, but not limited to HIB cases.
- x 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;
- x 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;
- _____ 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 BHPRSD, 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 BHPRSD, Board of Education will proceed with business.

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

BE IT FURTHER RESOLVED that the BHPRSD, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the BHPRSD, 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 BHPRSD, 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 Dr. Mark Schmitz, seconded by Mrs. Jenn Storer, the Board adjourned from Executive Session at 6:31 pm.

The Board of Education went into Public Session at 7:00 pm.

Students from each school reported on district activities and accomplishments.

Mr. Bucceroni asked if there were emergency items to be added to the agenda.

Mr. Golden requested to be permitted to present the Board with his letter of retirement effective June 30, 2013.

Retirement: Superintendent

Mr. John F. Golden, Superintendent of Black Horse Pike Regional School District has submitted a letter to the Board of Education indicating he will retire June 30, 2013. Mr. Golden has been an employee of the district for twenty-five years. He asks the Board of Education to accept his resignation for retirement, effective July 1, 2013.

On the motion of Dr. Mark Schmitz, seconded by Mr. Lou Johnston, Mr. Golden's retirement was accepted, with regret.

Roll Call Vote

YES –Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Jay McMullin, Dr. Mark Schmitz, Mrs. Jenn Storer

ABSENT – Dr. Joyce Ellis, Mr. Ben Zanghi

Mr. Bucceroni asked for public comments. There were none.

Mr. Bucceroni then asked for the Board Secretary's Report.

A. INFORMATION ITEMS

1. Required Monthly Drills

Fire drills were held on the following dates:

	Date	Time	Evacuation Time
Triton	02/22/13	1:45 pm	2 minutes 39 seconds
	02/26/13	7:45 am	6 minutes Security Drill Tier 2 Lockdown
Highland	02/04/13	1:35 pm	4 minutes 42 seconds
	02/21/13	1:35 pm	8 minutes 41 seconds Tier 3
Timber Creek	02/07/13	1:25 pm	3 minutes 34 seconds
	02/26/13	7:55 am	15 minutes Tier 3 Lockdown
Twilight	02/06/13	5:15 pm	3 minutes
	02/25/13	5:40 pm	4 minutes Tier 3 Safety Drill

2. Board Attendance

B. MANDATED MONTHLY ACTION ITEMS

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 February 14, 2013 Executive Meeting
- Minutes of February 14, 2013 Workshop/Action Meeting
- Minutes of February 21, 2013 Executive Meeting
- Minutes of February 21, 2013 Workshop/Action Meeting
- Minutes of January 17, 2013 Executive Meeting – Released to Public
- Minutes of January 29, 2013 Executive Meeting – Released to Public
- Minutes of February 14, 2013 Executive Meeting – Released to Public
- Minutes of February 21, 2013 Executive Meeting – Released to Public

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.

6. Treasurer of School Moneys Report

Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2013. The Treasurer's Report and Secretary's report are in agreement for the month of July, 2011. Move that the Board of Education approve the Treasurer of School Moneys reports.

7. Budget Certification

BOARDS' 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 February 2013. 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.

Decrease – Use of Facilities	(\$20,000)
Increase – Refund or Prior Years Expenditures	\$35,000
Decrease – Miscellaneous Income/Admission/Interest	(\$85,000)
Increase – Tuition – Other LEA’s/Individuals	\$80,000
Decrease – Medicaid Semi	(\$34,000)
Increase – Employees Health	N/A at this time
Increase – Extraordinary Aid	\$384,000

8. Cafeteria Fund Analysis

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

9. Student Activity Account Report

Move that the Board of Education approve the Student Activities Account Reports.

Mrs. Jean Grubb presented Item(s) # 7B: 10 for approval.

On the motion of Mrs. Pat Wilson, seconded by Mr. Jay McMullin, Item(s) # 7B: 10 approved.

Roll Call Vote

YES –Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Jay McMullin, Dr. Mark Schmitz

ABSENT – Dr. Joyce Ellis, Mr. Ben Zanghi

ABSTAIN - Mrs. Jenn Storer

10. Use of Facilities

Move that the Board of Education approve the Use of Facilities requests as submitted by the principals.

C. Other Monthly Action Items

1. Alliance for Competitive Telecommunications (ACT)

Move that the Board of Education approve Black Horse Pike Regional School District participation in the Alliance for Competitive Telecommunications with the Middlesex Regional Educational Services Commission (MRESC) Cooperative Pricing System 65MCESCCPS and the New Jersey Association of School Business Officials (NJASBO).

A. PERSONNEL

Mr. John Golden presented Item(s) # 8A: 1, 2, 3, 5 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mr. Lou Johnston, Item(s) # 8A: 1, 2, 3, 5 approved.

Roll Call Vote

YES –Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Jay McMullin, Dr. Mark Schmitz,

Mrs. Jenn Storer

ABSENT – Dr. Joyce Ellis, Mr. Ben Zanghi

1. Co-curricular Appointments

Approved 3-14-2013

The Superintendent recommends the persons shown on **SCHEDULE A** be appointed to the listed co-curricular positions at the stipends shown for the 2012-2013 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 to the County Education Office each month 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 Staff **Approved 3-14-2013**
The persons listed on **SCHEDULE C** are recommended for employment as per diem substitute staff for the 2012-2013 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 **Approved 3-14-2013**
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: Work Schedule Change **Approved 3-14-2013**
The Superintendent recommends Board of Education approval for the work schedule for the AV Techs at Highland, Timber Creek and Triton to change from September 1, 2013 to June 30, 2014 to August 26, 2013 to June 23, 2014.

Mr. John Golden presented Item(s) # 8A: 6, 7, 8, 9, 10 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mr. Lou Johnston, Item(s) # 8A: 6, 7, 8, 9, 10 approved.

Roll Call Vote

YES –Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Jay McMullin, Dr. Mark Schmitz, Mrs. Jenn Storer

ABSENT – Dr. Joyce Ellis, Mr. Ben Zanghi

6. Approve: Family Leave **Approved 3-14-2013**
The Superintendent recommends Board of Education approval for B. Wasilewski, a Maintenance worker at Timber Creek, has requested Family Leave of Absence for 2 weeks to start on or about April 16, 2013.
7. Approval Senior Trip Chaperones & Alternates for Triton High School **Approved 3-14-2013**
The Superintendent recommends Board of Education approval for the chaperones and alternates for the Triton Senior Trip on May 21, 2013 to May 25, 2013.

Chaperones:

Tom Ambrose	Harold Little
Jennifer Armstrong	Jessica Caffrey
Alyssa Ciarrocchi	Sherrie Erickson
Patrick Murphy	Stephanie Nelson
Mike Palma	William Reilley
Samantha Spaulding	Dominic Tomeo

Alternates:

Cathy Stelling	Stephanie White
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8. Retirement: Support Staff **Approved 3-14-2013**
Mrs. Naomi Walker, secretary to the Athletic Director at Triton High School has submitted a letter indicating that she will be retiring effective May 1, 2013. Mrs. Walker has been an employee of the District for thirty-one years. The Superintendent recommends acceptance of this resignation, for the purpose of retirement, with regret.
9. Resignation: Professional Staff **Approved 3-14-2013**
A. Ferrante, a Science Teacher at Triton High School, has submitted a letter of resignation, to be effective on or before May 4, 2013. The Superintendent recommends acceptance of the resignation.

10. Approval: Early Morning Supervision HHS **Approved 3-14-2013**

The Superintendent requests Board approval for Jason Corcoran to serve as Early Morning Supervisor at Highland High School for the remainder of the 2012-2013 school year. Details are shown on SCHEDULE G.

Mr. John Golden presented Item(s) # 8A: 11, 12, 13, 14, 15 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mr. Lou Johnston, Item(s) # 8A: 11, 12, 13, 14, 15 approved.

Roll Call Vote

YES –Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Jay McMullin, Dr. Mark Schmitz, Mrs. Jenn Storer

ABSENT – Dr. Joyce Ellis, Mr. Ben Zanghi

ABSTAIN FROM 8A: 15 – Mrs. Jenn Storer

11. Request to Serve Counseling Internship **Approved 3-14-2**

The Superintendent recommends permission be granted for the following Education student(s) at Wilmington University, to serve their clinical assignment for the 2013-2014 school year:

Student Teacher	Supervised By	Dates as needed	School	Subject
Samantha Seider	Lisa Draper	September 3, 2013 – December 13, 2013 500 Hours	Timber Creek	School Counseling

12. Approval: Mentor **Approved 3-14-2013**

The Superintendent recommends approval of the Mentor for Beginning Teacher Induction Program. Details are shown on SCHEDULE H.

13. Approval Senior Trip Chaperones for Timber Creek High School **Approved 3-14-2013**

the Superintendent recommends Board of Education approval for the chaperones and for the Timber Creek Senior Trip on May 28, 2013 to June 1, 2013.

Chaperones:

Garry Saunders	Robert DiMaulo
Paola Alacqua	John Campbell
Dorothy Deich-Barneetz	Brian Ernst
Jeff McCoog	Theodore Munz
Elizabeth Perez	Alan Powell
Alexis Rabeau	

14. Approval Medical Leave of Absence **Approved 3-14-2013**

The Superintendent recommends Board of Education approval for L. Scabarozzi, a Math Coach for the District, has requested a Medical Leave of Absence, using sick days beginning April 10, 2013. Her anticipated return to work April 22, 2013.

15. Approval: Job Descriptions **Approved 3-14-2013**

The Superintendent recommends Board of Education approval for the following Job Descriptions: Principal, Co-Curricular and Vice Principal. Details are shown on SCHEDULE I.

Mr. John Golden presented Item(s) # 8A: 16 for approval.

On the motion of Mr. Jay McMullin, seconded by Dr. Mark Schmitz, Item(s) # 8A: 16 approved.

Roll Call Vote

YES –Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Jay McMullin, Dr. Mark Schmitz, Mrs. Jenn Storer

ABSENT – Dr. Joyce Ellis, Mr. Ben Zanghi

16. Acceptance: Resignation **Approved 3-14-2013**

The Superintendent requests Board of Education accept the resignation of N. Martinelli, Physical Education at Triton High School. To be effective March 14, 2013, as per the plea bargain agreement with the Camden County Prosecutor.

17. Retirement: Superintendent **Approved 3-14-2013**

Mr. John F. Golden, Superintendent of Black Horse Pike Regional School District has submitted a letter to the Board of Education indicating he will retire June 30, 2013. Mr. Golden has been an employee of the district for twenty-five years. He asks the Board of Education to accept his resignation for retirement, effective July 1, 2013.

B. ATHLETICS *Nothing to Report*

C. POLICY

Mr. John Golden presented Item(s) # 8C: 1 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mrs. Jenn Storer, Item(s) # 8C: 1 approved.

Roll Call Vote

YES –Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Jay McMullin, Dr. Mark Schmitz, Mrs. Jenn Storer

ABSENT – Dr. Joyce Ellis, Mr. Ben Zanghi

1. Second Reading – Policies/Regulations **Approved 3-14-2013**

Policies

- [2361](#) Acceptable Use of Computer Network/Computers and Resources
- [2363](#) Pupil Use of Privately-Owned Technology
- [2415](#) No Child Left Behind Programs
- [6480](#) Purchase of Food Supplies
- [8505](#) School Nutrition

Regulations

H. MISCELLANEOUS

1. Special Education – Out of District Placements 2012-13 ***Nothing to Report***

For the school year 2012-13, the Child Study Team has placed the classified students listed on **SCHEDULE E** in special education institutions believed to be 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.

Mr. John Golden presented Item(s) # 8H: 2 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mr. Lou Johnston, Item(s) # 8H: 2 approved.

Roll Call Vote

YES –Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Jay McMullin, Dr. Mark Schmitz, Mrs. Jenn Storer

ABSENT – Dr. Joyce Ellis, Mr. Ben Zanghi

2. Harassment Intimidation & Bullying (HIB) Investigations **Approved 3-14-2013**

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 March 14, 2013 Board of Education Meeting by the Superintendent of Schools and the District Anti Bullying Coordinator. Details are shown on SCHEDULE F.

INFORMATION ITEMS

Mr. John Golden, Superintendent
Nothing to Report

SPECIAL EDUCATION

Mr. David Cappuccio, Director of Special Education
Nothing to Report

BUSINESS/TECHNOLOGY UPDATE

Mrs. Jean Grubb, Business Administrator
Nothing to Report

CURRICULUM UPDATE

Dr. Brian Repici, Director of Curriculum
Nothing to Report

PERSONNEL/POLICY UPDATE

Dr. Brian Repici, Director of Curriculum
Dr. Repici presented Adequate Yearly Progress Targets (provided handouts).

Mr. Kevin Bucceroni asked for public comments. There were none.

On the motion of Mrs. Pat Wilson, seconded by Dr. Mark Schmitz the board returned to executive session with Mr. Wade.

On the motion of Mrs. Dawn Leary, seconded by Mr. Jay McMullin 8A:15 was reopened.

Roll Call Vote

YES –Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Jay McMullin, Dr. Mark Schmitz,
Mrs. Jenn Storer

ABSTAINED: Mrs. Dawn Leary

ABSENT – Dr. Joyce Ellis, Mr. Ben Zanghi

On the motion of Mrs. Pat Wilson, seconded by Dr. Mark Schmitz, the Board meeting adjourned at 7:44 pm.

Respectfully submitted,

Jean Grubb
Business Administrator/Board Secretary
JG/kc