

BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
MINUTES OF ACTION MEETING
January 7, 2016

Mr. Jay McMullin called to order the Regular Session at 6:00 pm at Timber Creek High School.

PRESENT - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ALSO PRESENT - Mrs. Jean Grubb, Dr. Brian Repici, Mr. John Wade, Mr. Matt Szuchy, Mrs. Julie Scully, Mr. David Cappuccio

ABSENT - Dr. Mark Schmitz

Mrs. Wilson asked for any emergency items. There were none.

Mrs. Wilson asked for any public comments. There were none.

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 1/8/16.
- Posting on the front door of the Central Office facility on 1/8/16.
- Mailing written notice to the Courier Post on 1/8/16.
- Filing written notice with the Municipal Clerks of Bellmawr, Gloucester Township and Runnemede on 1/8/16.
- 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.

Mrs. Grubb presented the certified results of the election.

Gloucester Twp.

Candidates	Total
Dawn Leary	4338
Jennifer Storer	3916
Jay McMullin	3344
Charles Pildis II	2459
Samuel Garro	2265

Mr. Long, Solicitor, administered the Oath of Office to Mrs. Dawn Leary, Mrs. Jennifer Storer and Mr. Jay McMullin.

Mrs. Grubb conducted a roll call including newly sworn-in board members.

PRESENT - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT - Dr. Mark Schmitz

Mr. McMullin opened the floor to nominations for Board of Education President. Dr. Ellis nominated Dr. Mark Schmitz, Miss Dawson seconded the nomination. Mr. Jay McMullin asked for further nominations. There were none. On the motion of Dr. Joyce Ellis seconded by Miss Jill Dawson, the nomination for President was closed.

Roll Call Vote:

YES — Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT - Dr. Mark Schmitz

Dr. Mark Schmitz was elected Board of Education President.

Mr. McMullin opened the floor to nominations for Board of Education Vice President. Mrs. Storer nominated Mr. Jay McMullin, Miss Dawson seconded the nomination. Mr. McMullin asked for further nominations. There were none. On the motion of Mrs. Storer, seconded by Miss Jill Dawson, the nomination for Vice President was closed.

Roll Call Vote: YES —Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT - Dr. Mark Schmitz

Mr. Jay McMullin was elected Board of Education Vice President.

On the motion of Mrs. Jenn Storer, seconded by Dr. Joyce Ellis, the Executive Session was called to order at 6:09 pm.

Roll Call Vote: YES —Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT - Dr. Mark Schmitz

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;

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 Mrs. Dawn Leary, seconded by Miss Jill Dawson, the Board of Education Adjourned from Executive Session at 7:14 pm

Roll Call Vote: YES —Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson
ABSENT - Dr. Mark Schmitz

Mr. McMullin asked for any emergency items. An emergency item (A-16) to terminate an employee was added.

Mr. McMullin asked for public comment. There were none.

Mr. Michael Cesero on Bowman and Co. presented the June 30, 2015 Audit to the Board.

On the motion of Mrs. Jennifer Storer, seconded by Mr. Bill Murray, the board voted to accept the Audit as presented, as well as the Auditors' Management Report on Administrative Findings, Financial, Compliance and Performance. There were no audit findings or recommendations. The Audit Summary (Synopsis) was made available for public distribution. The Audit was discussed with questions asked of the Auditor.

Roll Call Vote: YES —Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson
ABSENT - Dr. Mark Schmitz

Reorganization Proceedings

Mrs. Grubb presented Reorganization Item(s) 1 for approval.

On the motion of, Mrs. Jenn Storer seconded by Dr. Joyce Ellis, Reorganization Item(s) 1: approved.

Roll Call Vote: YES — Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT - Dr. Mark Schmitz

1. [Adoption of School Board Code of Ethics](#)

Presentation/Discussion - Move that the Board of Education approve the adoption of the School Board Code of Ethics (see attached).

Mrs. Grubb presented Reorganization Item(s) 2, 3 for approval.

On the motion of, Mrs. Jenn Storer seconded by Mrs. Dawn Leary, Reorganization Item(s) 2, 3: approved.

Roll Call Vote: YES — Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT - Dr. Mark Schmitz

2. [Adoption of Existing Board Policies](#)

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

3. [Meeting Resolutions and Scheduled Meetings](#)

Move that the Board of Education approve the Open Public Meeting Act Resolution and Notice of Annual Scheduled Meetings and Work Sessions (see attached).

4. [Board Committee Assignments](#)

Committee assignments—to be decided as soon as possible after reorganization takes place. (Board Approval will take place on January 21, 2016.)

5. [Appointment of Board Member to Serve on the Camden County School Board Association's Executive Committee \(and Alternate\)](#)

Move that the Board of Education appoint _____ to serve on the Camden County School Board Association's Executive Committee from January 7, 2016 through December 31, 2016.

(Board Approval will take place on January 21, 2016.)

6. [Appointment of Board Member to NJSBA Delegate and Alternate](#)

Move that the Board of Education appoint _____ to serve as NJSBA Delegate from January 7, 2016 through December 31, 2016. (Board Approval will take place on January 21, 2016.)

7. [Appointment of Board Member for Channel 19](#)

Move that the Board of Education appoint _____ to serve oversee Channel 19 from January 7, 2016 through December 31, 2016.

(Board Approval will take place on January 21, 2016.)

Action Items

Mrs. Grubb presented item(s): 1, 2, 3, 4, 5 for approval.

On the motion of Dr. Joyce Ellis, seconded by Mrs. Jenn Storer, Item(s) 1, 2, 3, 4, 5: approved.

Roll Call Vote: YES — Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT – Dr. Mark Schmitz

1. Event Service Agreement with Rowan University
Move that the Board of Education approve the Event Service Agreement with Rowan University for the Girlz Rule Swimming and Diving Competition. See attached exhibit.
2. Disclosure Agent Services
Move that the Board of Education approve Phoenix Advisors, LLC for continuing disclosure services for the 2015/2016 fiscal year at the cost of \$850.00
3. Source 4 Teachers Addendum
Move that the Board of Education approve the attached addendum with Source 4 Teachers.
4. Termination of Placement
Approve the termination of placement of C.L., tuition student within the Twilight Alternative Program, pursuant to the request from the Lindenwold School District effective December 22, 2015.
5. Disposal of Broken Office
Move that the Board of Education approve the disposal of broken office furniture:
2 - Printer Tables, 6 - Two drawer file cabinets, 4 - Four drawer file cabinets, 2 - Three drawer vertical file cabinets, 1 – Five drawer vertical file cabinet, 2 – Wood tables, 3 – Book shelves, 9 – Single shelves

A. PERSONNEL

Dr. Repici presented item(s) 9A:1,2,3,4,5,6,7,8,9,10 for approval.

On the motion of Dr. Joyce Ellis, seconded by Miss Jill Dawson, Item(s) 9A:1,2,3,4,5,6,7,8,9,10: approved.

Roll Call Vote: YES — Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT – Dr. Mark Schmitz

ABSTAINED FROM 9A:1 & 10 – Mrs. Dawn Leary and Mr. Bill Murray

ABSTAINED FROM 9A: 2, 7 & 10 – Mrs. Jenn Storer

1. Co-curricular Appointments

The Superintendent recommends the persons shown on SCHEDULE A be appointed to the listed co-curricular positions at the stipends shown for the 2015-2016 school year and are paid for time served in the positions. Approval is recommended.

2. Resolution for Emergency Hiring

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 Staff

The persons listed on SCHEDULE C are recommended for employment as per diem substitute staff for the 2015-2016 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 Retirement Professional

Mr. W. Sloan, a FACS Teacher at Triton High School has submitted a letter to the Board of Education indicating he will retire September 1, 2016. Mr. Sloan has been an employee of the district for twenty one years. The Superintendent recommends acceptance of this resignation, for the purpose of retirement, with regret.

Mr. S. McHugh, a Special Education Teacher at Triton High School has submitted a letter to the Board of Education indicating he will retire January 1, 2016. Mr. McHugh has been an employee of the district for seven years. The Superintendent recommends acceptance of this resignation, for the purpose of retirement, with regret.

6. Approval Resignation

M. Acchione, a Custodian at Highland High School, has submitted a letter of resignation, to be effective on January 13, 2016. The Superintendent recommends acceptance of the resignation.

7. Appointment: Professional Staff

The Superintendent recommends the appointment of the new hires for the school year 2015-2016. Details of the assignment and salary are shown on SCHEDULE I.

8. Approval Nursing Student

The Superintendent recommends permission be granted for the following **Thomas Jefferson College of Nursing** students to serve their clinical assignments for the 2015-2016 school year.

Student Nurse: Linday McKernan*
Dates: February 9, 10, 15, 16, 17, 22, 23, 24, 29, March 1, 2, 14, 15, 16
Supervised by: Jeanine Oxenberg
School: Highland Regional High School (Previously approved for Timber Creek High School)
**Pending completion of all paper work.*

9. Approval Student Teacher

The Superintendent recommends permission be granted for the following **Rowan University** student to serve his student teaching assignments for the 2015-2016 school year.

Student Teacher: Anthony Carbonaro
Dates: January 20, 2016 through May 9, 2016
Supervised by: Jeffrey Oberg (replacing Alicia Kohn previously approved)
School: Highland Regional High School
Subject: Social Studies
**Pending completion of all paper work.*

10. Approval Revised Employment Contract 2015-2016

The Superintendent recommends the Board of Education approval of the 2015-2016 revised contracts for the Director of Special Services & Special Education, Director of Curriculum & Instruction, Supervisor of Personnel Management and Supervisor of Planning, Research, Assessment, Evaluation, and Special Projects. Details are shown on the schedule.

SCHEDULE K- Director of Special Services & Special Education
SCHEDULE L – Director of Curriculum & Instruction
SCHEDULE M- Supervisor of Personnel Management
SCHEDULE N- Supervisor of Planning, Research, Assessment, Evaluation, and Special Projects

Dr. Repici presented item(s) 9A:11,12,13,14,15, for approval.

On the motion of Mrs. Dawn Leary, seconded by Dr. Joyce Ellis, Item(s) 9A:11,12,13,14,15: approved.

Roll Call Vote: YES — Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT – Dr. Mark Schmitz

ABSTAINED FROM 9A:12, 13, 14 – Mrs. Dawn Leary and Mrs. Jenn Storer

ABSTAINED FROM 9A: 12 & 13 –Mr. Bill Murray

11. Approval: Family Medical Leave & Family Leave

The Superintendent recommends Board of Education approval for Medical Leave, Family Medical Leave and Family Leave for the following employees:

V.T., a Building Mechanic at Highland, is requesting to take a medical leave of absence from December 10, 2015 anticipated through February 10, 2016. Using sick time except for December 26, 2015 through January 1, 2016, he will be using vacation time for that week.

T.M., an English teacher at Timber Creek, is requesting FMLA for the last 6 weeks of the school year for child rearing purposes. Anticipated date for this leave will begin on May 2, 2016 and continue through the first 6 weeks of the 2016-2017 school year.

J.P., has requested to take maternity leave utilizing accumulated sick days from May 16, 2016 through the end of the 2015-16 school year. She will then take unpaid Family Leave starting September 1, 2016 through November 21, 2016 for child rearing purposes.

12. Approve Revised Support Staff Salaries 2015-2016

The Superintendent recommends approval for the revised salaries for the support staff for the 2015-2016 school year. Salaries are shown on schedule O.

13. Approve Revised Administration and Supervisor Salaries 2015-2016

The Superintendent recommends approval for the revised salaries for Administration and Supervisor salaries for the 2015-2016 school year. Salaries are shown on schedule P.

14. Approve Revised Teaching Staff Salaries 2015-2016

The Superintendent recommends approval for the revised salaries for the teaching staff for the 2015-2016 school year. Salaries are shown on schedule Q.

15. Appointment: District Wellness Coordinator

The Superintendent recommends the appointment of Jennifer Brown as the District Wellness Coordinator for the school year 2015-2016. Stipend to be paid through the Health Insurance Fund (HIF).

B. ATHLETICS Nothing to Report

C. POLICY

Dr. Repici presented item(s) 9C:1, for approval.

On the motion of Mrs. Dawn Leary, seconded by Dr. Joyce Ellis, Item(s) 9C:1: approved.

Roll Call Vote: YES — Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT – Dr. Mark Schmitz

1. First Reading – Policies & Procedure/Regulation

Policies: 4432 Sick Leave Regulations:

H. MISCELLANEOUS

Dr. Repici presented item(s) 9H:1,2,3,4,5 for approval.

On the motion of Mrs. Dawn Leary, seconded by Dr. Joyce Ellis, Item(s) 9H:1,2,3,4,5: approved.

Roll Call Vote: YES — Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT – Dr. Mark Schmitz

1. **Special Education – Out of District Placements 2015-16**

For the school year 2015-16, 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.

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 7, 2016 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 the Executive Session portion of the December 10, 2015 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying Coordinator. Details are shown on SCHEDULE G.

3. **Acknowledgement Signed Article 16 Annual Review and Revisions of Agreement**

Be it resolved that the Black Horse Pike Regional School District Board of Education acknowledges the Signed Memorandum of Understanding between Law Enforcement and the Black Horse Pike Regional School District. Details are shown on the attached SCHEDULE H.

4. **Approval Overnight Field Trip**

Date of Event: February 26 through February 28, 2016
Nature of Event: Cheer Competition
Location: Ocean City Convention Center in Ocean City, MD
Transportation: Bus
Students: 23– Triton Students
Chaperone(s): Andrea Owings and Lauren Sampolski
Cost to District: Cost covered by Cheer Activity Account

Date of Event: Monday, January 4 through Friday, January 8, 2016
Nature of Event: Overnight – San Antonio, TX – Timber Creek student athlete to play in
US Army All American Bowl
Students: 1 Timber Creek Student
Chaperone(s): Robert Hinson
Transportation: Plane
Cost: All expenses paid by United States Army

5. **Approval Timber Creek Indoor Marching Band Competition Schedule.**

The Superintendent recommends approval of the Triton Indoor Percussion and Guard Bus Schedule. Details are shown on the attached schedule J.

INFORMATION ITEMS

Dr. Brian Repici, Superintendent
Nothing to Report

SPECIAL EDUCATION/POLICY UPDATE

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

BUSINESS/TECHNOLOGY UPDATE

Mrs. Jean Grubb, Board Secretary/Business Administrator
Nothing to Report

CURRICULUM UPDATE

Matthew Szuchy, Director of Curriculum & Instruction
Nothing to Report

PERSONNEL UPDATE

Julie Scully, Supervisor of Personnel Management
Nothing to Report

Mr. McMullin asked for public comment.
There was none.

On the motion of Mr. Kevin Bucceroni, seconded by Mrs. Pat Wilson, the Board meeting adjourned at 7:37 pm.

Roll Call Vote:

YES — Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSENT – Dr. Mark Schmitz

Respectfully submitted,

Jean Grubb, Board Secretary
JG/kc