

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
MINUTES OF ACTION MEETING
April 26, 2018**

Mrs. Jenn Storer called to order the Regular Session at 6:00 pm at Highland High School.

Everyone was invited to join in the flag salute.

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

Mr. Frank Rizzo read the Open Public Meetings Preamble.

The New Jersey Open Public Meetings Law was enacted to 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 6/23/17.
- Posting on the front door of the Central Office facility on 6/23/17.
- Mailing written notice to the Philadelphia Inquirer and the South Jersey Times on 6/23/17.
- Filing written notice with the Municipal Clerks of Bellmawr, Gloucester Township and Runnemede on 6/23/17:
- Upon being read at the opening of this public meeting, this notice will be incorporated into the minutes of this meeting.

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

ABSENT - Miss Jill Dawson

ALSO PRESENT - Mr. Dan Long, Dr. Brian Repici, Mr. Frank Rizzo, Mrs. Julie Scully, Mr. Matthew Szuchy, Mrs. Melissa Sheppard, Ms. Kasha Giddins, Ms. Lisa Owen, Mr. Joe Newsham

On the motion by Mr. Kevin Bucceroni, seconded by Mrs. Dawn Leary the Executive Session was called to order at 6:05 pm

HAND VOTE

YES - Mr. Kevin Bucceroni, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Kevin McElroy, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Patricia Wilson, Mrs. Jenn Storer

ABSENT - Miss Jill Dawson

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. Patricia Wilson, seconded by Mr. Jay McMullin, the Board of Education adjourned from Executive Session at 6:55 pm.

HAND VOTE

YES - Mr. Kevin Bucceroni, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Kevin McElroy, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Patricia Wilson, Mrs. Jenn Storer

ABSENT - Miss Jill Dawson

Mrs. Jenn Storer asked for any emergency items. There were none.

Mrs. Jenn Storer asked for public comment. There were no public comments.

Students from each school reported on events and school news.

Mr. Frank Rizzo presented the 2018-2019 budget for approval.

On the motion of Mr. Kevin McElroy, seconded by Dr. Joyce Ellis, the 2018-2019 budget was approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Kevin McElroy, Mr. Jay McMullin,

Mr. Bill Murray, Mrs. Patricia Wilson, Mrs. Jenn Storer

ABSENT - Miss Jill Dawson

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT BOARD OF EDUCATION
AGENDA FOR PUBLIC HEARING
April 26, 2018
Highland Regional High School**

Public Hearing and Adoption of the 2018 – 2019 School Budget

1. Presentation
2. Opportunity for Public Comment
3. Resolution

1. Adoption of 2018-2019 School Budget

Move that the Board of Education adopt the 2018-2019 budget in the amount of: \$ 82,569,667		
BE IT RESOLVED to approve the 2018-2019 school district budget.		
	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$78,055,542	\$33,278,972
Special Revenue Fund	\$1,238,077	
Debt Service Fund	<u>\$3,276,048</u>	<u>\$1,876,897</u>
Total Base Budget	<u>\$82,569,667</u>	<u>\$35,155,869</u>
Move that the Board of Education approve the following: The district has a taxing authority of up to \$652,528 which is a 2% cap increase over the prior year amount. The maximum district tax levy available is \$33,278,972 for 2018-2019. The details of the tax levy are as follows:		
2 % Allowable Tax Levy Adjustment	\$652,528	
2017-2018 Tax Levy	<u>\$32,626,444</u>	
Total Available General Fund Tax Levy	<u>\$33,278,972</u>	
BE IT RESOLVED that there be raised for the General Fund \$ <u>33,278,972</u> for the ensuing school year 2018-2019 allocated among the constituent municipalities as follows:		
	<u>2018-2019 Percent</u>	<u>Local Tax Levy</u>
<u>Municipality</u>		
Borough of Bellmawr	11.2941121	\$3,970,543
Township of Gloucester	80.2041407	\$28,196,463
Borough of Runnemede	8.5017472	<u>\$2,988,863</u>
		<u>\$35,155,869</u>

- **Completed Projects**

Triton – New Foods Classroom Renovation, Cappelli Student Courtyard, Tutoring room, Security Upgrades

Highland – LMC LED Lighting upgrade and new flooring, Boy’s PE Locker room renovation, New Fitness Room, Tech room renovation, ROTC Classroom, Tennis Court Repairs, New Dance Room, Security Upgrades

Timber Creek – Auxiliary gym LED lighting upgrade, New Dance Room, Partial Parking Lot Seal Coat, Security Upgrades, Foyer Railing Upgrade, HVAC Insulation upgrades

District – New LED lighting, Irrigation System

• **Planned Projects**

Triton – LMC LED Lighting upgrade, ceiling replacement and new flooring, faculty lot paving, designated classroom A/C, Science Classroom Renovation

Highland – Main Office Flooring, Cafeteria LED Lighting upgrade, Two student hallway bathroom renovations, Replacement fencing, Girl’s PE locker replacement, Additional Roof replacement

Timber Creek – New Concession Stand roof, Student hallway bathroom flooring replacement, Stadium Track Replacement, Additional Parking Lot Seal Coat

District – Continue LED Lighting upgrade

A. INFORMATION ITEMS

1. Required Monthly Drills

	Date	Time	Evac Time	Type of Drill
Triton				
Highland				
Timber Creek	Nothing	To	Report	
Twilight				
<u>Bus Evacuations</u> – 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 #8B: 3 for approval.

On the motion of Mr. Jay McMullin, seconded by Mr. Kevin McElroy, Item #8B: 3: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Kevin McElroy, Mr. Jay McMullin,

Mr. Bill Murray, Mrs. Patricia Wilson, Mrs. Jenn Storer

ABSENT - Miss Jill Dawson

1. Minutes – Nothing to report

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:

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 March 2018. The Reconciliation Report and Secretary's report are in agreement for the month of March 2018. Move that the Board of Education approve the Reconciliation of Statements report.
7. **Budget Certification- Nothing To Report**

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
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Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of March 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 – 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 – Nothing to Report**

C. Other Monthly Action Items

Mr. Frank Rizzo presented Item #8C: 1 and 2 for approval.
On the motion of Mr. Kevin McElroy, seconded by Mrs. Dawn Leary, Item #8C: 1 and 2: approved.
ROLL CALL VOTE
YES - Mr. Kevin Bucceroni, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Kevin McElroy, Mr. Jay McMullin,
Mr. Bill Murray, Mrs. Patricia Wilson, Mrs. Jenn Storer
ABSENT - Miss Jill Dawson

1. **Amend NCLB Title IIA**
Move that the Board of Education approve the amended total to the NCLB Title IIA for the 2017-2018 school year. (see attached exhibit)
2. Accept the bid results for Highland Roof Project dated April 12, 2018. (see attached exhibit)
 1. \$1,098,287
 2. \$1,141,900
 3. \$1,152,475
 4. \$1,228,000
 5. \$1,397,745
 6. \$1,451,000Award the Roof Project to Jottan Inc. in the amount of \$1,098,287.

A. PERSONNEL

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

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

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Kevin McElroy, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Patricia Wilson, Mrs. Jenn Storer

ABSENT – Miss Jill Dawson

Abstained from #9A: 1 – Mrs. Dawn Leary

Abstained from #9A: 6 – Mrs. Dawn Leary, Mr. Kevin McElroy, 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 2017-2018 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 Staff

Nothing to Report

The persons listed on SCHEDULE C are recommended for employment as per diem substitute staff for the 2017-2018 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. Rescind: Medical Leave of Absence

The Superintendent recommends Board of Education approve to rescind the FMLA for employee #0658.

6. Approval Employment Contract 2018-2023

The Superintendent recommends the Board of Education approval of the 2018-2023 Superintendent contract. Details are shown on schedule H.

7. Appointment of Twilight Principals

The Superintendent requests Board of Education approval of the employees shown on schedule H to be appointed as Twilight Principals for the 2018-2019 school year. Details are shown on SCHEDULE I.

8. Appointment of Twilight Professional Staff

The Superintendent requests Board of Education approval of the employees shown on schedule J to be appointed as Twilight Professional staff for the 2018-2019 school year. Details are shown on SCHEDULE J.

9. Appointment of Twilight Support Staff

The Superintendent requests Board of Education approval of the employees shown on schedule K to be appointed as Twilight support staff for the 2018-2019 school year. Details are shown on SCHEDULE K.

10. Transfer-Professional (Voluntary)

The Superintendent recommends Board of Education approval of the voluntary transfer from Highland to Triton, effective September 1, 2018, as listed on SCHEDULE L.

Dr. Repici presented Item #9A: 11, 12, 13, 14, 15 for approval.

On the motion of Dr. Joyce Ellis, seconded by of Mr. Jay McMullin, Item #9A: 11, 12, 13, 14, 15: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Kevin McElroy, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Patricia Wilson, Mrs. Jenn Storer

ABSENT – Miss Jill Dawson

11. Approval: Job Descriptions

The Superintendent recommends Board of Education approval for the following Job Descriptions: Literary Magazine Advisor, Supervisor of Special Services and Secretary to the Special Services Department. Details are shown on SCHEDULE N.

12. Approval Resignation

The Superintendent recommends Board of Education approve the following resignation:

K. Gordon, a Math teacher at Highland High School, has submitted a letter of resignation, to be effective on June 30, 2018. The Superintendent recommends acceptance of the resignation.

D. Burch, a Family and Consumer Science teacher at Highland High School, has submitted a letter of resignation, to be effective June 30, 2018. The Superintendent recommends acceptance of the resignation.

R. Giovinazzi, Grounds at Timber Creek High School, has submitted a letter of resignation, to be effective May, 25, 2018. The Superintendent recommends acceptance of the resignation.

C. Fitzgerald, Special Education Aide at Triton High School and Special Education Aide for the ESY program, has submitted a letter of resignation, to be effective April 28, 2018. The Superintendent recommends acceptance of the resignation.

B. DiVirgilio, Special Education Aide at Triton High School, has submitted a letter of resignation, to be effective on or before May 25, 2018. The Superintendent recommends acceptance of the resignation.

13. 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 school year. Details are shown on SCHEDULE O.

14. Approval: Medical Leave of Absence

The Superintendent recommends Board of Education approve the medical leave of absence for the following:

#0440 has requested a medical leave of absence beginning April 20, 2018 through May 31, 2018, using sick days.

B. ATHLETICS Nothing to Report

C. POLICY Nothing to Report

H. MISCELLANEOUS

Dr. Repici presented Item #9H: 2, 3 for approval.

On the motion of Mr. Kevin Bucceroni, seconded by Mr. Kevin McElroy, Item #9H: 2, 3: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Kevin McElroy, Mr. Jay McMullin, Mr. Bill Murray, Mrs. Patricia Wilson, Mrs. Jenn Storer

ABSENT – Miss Jill Dawson

1. Special Education - Out of District Placements 2017-2018 - Nothing to Report

For the school year 2017-18, 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 April 26, 2018 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying Coordinator. Details are shown on SCHEDULE F.

Be it resolved that the Black Horse Pike Regional School District Board of Education approves the results of the HIB Investigations that were presented and acknowledged within Executive Session portion of the April 19, 2018 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying

Coordinator. Details are shown on SCHEDULE G.

3. 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 M.

INFORMATION ITEMS

Dr. Brian Repici, Superintendent
Nothing to Report

SPECIAL EDUCATION/POLICY UPDATE

Mr. David Cappuccio, Jr., Director of Special Services & Policy
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

Mrs. Jenn Storer asked for public comment – there was none.

On the motion of Mr. Kevin Bucceroni, seconded by Mrs. Dawn Leary the Board of Education adjourned at 7:41 pm.

Hand Vote

YES - Mr. Kevin Bucceroni, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Kevin McElroy, Mr. Jay McMullin,
Mr. Bill Murray, Mrs. Patricia Wilson, Mrs. Jenn Storer

ABSENT – Miss Jill Dawson

Respectfully submitted,

Frank Rizzo
Board Secretary

FR/gb