

BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
MINUTES OF ACTION MEETING
June 23, 2016

Dr. Mark Schmitz called to order the Regular Session at 6:00 pm at Highland High School.

Mr. David Cappuccio 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 10/9/15.
- Posting on the front door of the Central Office facility on 10/9/15.
- Mailing written notice to the Courier Post and the South Jersey Times on 10/9/15.
- Filing written notice with the Municipal Clerks of Bellmawr, Gloucester Township and Runnemede on 10/9/15.
- 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, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Dr. Mark Schmitz, Mrs. Jenn Storer

ARRIVED AT 6:04 – Mrs. Pat Wilson

ARRIVED AT 6:15 - Miss Jill Dawson

ALSO PRESENT - Mr. Dan Long, Dr. Brian Repici, Mr. David Cappuccio, Mrs. Jean Grubb, Mr. Matthew Szuchy, Mrs. Julie Scully, Mrs. Melissa Sheppard, Ms. Beth Petitte

On the motion by Mr. Kevin Bucceroni, seconded by Mrs. Jenn Storer, the Executive Session was called to order at 6:01 pm.

Roll Call Vote

YES - Mr. Kevin Bucceroni, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Dr. Mark Schmitz, Mrs. Jenn Storer

ARRIVED AT 6:04 – Mrs. Pat Wilson

ARRIVED AT 6:15 - 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 “BHPKSD”, 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 BHPKSD, 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 BHPKSD, 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 Mr. Kevin Bucceroni, seconded by Mrs. Jenn Storer, the Board of Education Adjourned from Executive Session at 7:00 pm

Roll Call Vote

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

Dr. Schmitz asked for any emergency items. Emergency Item BA C:23 was added to agenda.

Dr. Schmitz asked for public comment. There were no public comments

A. INFORMATION ITEMS

1. Required Monthly Drills

	Date	Time	Evac Time	Type of Drill
Triton	05-23-16	9:30 am	2 min 49 sec	Fire Drill
	05-31-06	9:14 am	8 min	Evacuation
Highland	05-09-16	1:30 pm	4 min 22 sec	Fire Drill
	05-27-16	9:30 am	6 min	Shelter In Place
Timber Creek	05-23-16	8:42 am	5 min	Shelter In Place
	05-26-16	12:17 pm	3 min 26 sec	Fire Alarm
Twilight	05-11-16	6:10 pm	6 min	Fire Drill
	05-25-16	7:30 pm	5 min	Shelter In Place
<u>Bus Evacuations – Nothing to Report</u>				

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	See Attached
Policy/Planning	Nothing to Report
Public Relations/Media/Bd Relations	Nothing to Report
Shared Services	Nothing to Report

B. MANDATED MONTHLY ACTION ITEMS

Mr. Grubb presented Item #8B: 1, 2, 3, 4, 5, 6 for approval
On the motion of Mr. Kevin Bucceroni, seconded by Mr. Bill Murray, Item #8B: 1, 2, 3, 4, 5, 6: approved.
YES - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Dr. Mark Schmitz, Mrs. Jenn Storer, Mrs. Pat Wilson
ABSTAINED FROM #3 – Mrs. Jenn Storer

1. Minutes

Move that the Board of Education act to approve the minutes of the following meetings as submitted by the Board Secretary/Business Administrator and that the Executive Session minutes be released to the public for all items that no longer need to be held confidential:

- Minutes of May 5, 2016 Executive Session
- Minutes of May 5, 2016 Workshop/Action
- Minutes of May 12, 2016 Executive Session
- Minutes of May 12, 2016 Workshop/Action
- Minutes of April 21, 2016 Executive Session
- Minutes of April 21, 2016 Workshop/Action
- Minutes of March 10, 2016 Exec Session–Released to Public
- Minutes of March 21, 2016 Exec Session – Released to Public
- Minutes of March 17, 2016 Exec Session – Released to Public
- Minutes of April 21, 2016 Exec Session – 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 May 2016. The Treasurer's Report and Secretary's report are in agreement for the month of May 2016. Move that the Board of Education approve the Treasurer of School Moneys reports.

Mrs. Grubb presented Item #8B: 7, 8, 9, 10 for approval
On the motion of Mr. Kevin Bucceroni, seconded by Miss Jill Dawson, Item #8B: 7, 8, 9, 10: approved.
YES - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Dr. Mark Schmitz, Mrs. Jenn Storer, Mrs. Pat Wilson
ABSTAINED FROM # 10 – Mrs. Jenn Storer

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 May 2016. 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

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

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

Mrs. Grubb presented Item #8C: 1,2,3,4,5,6,7 for approval
On the motion of Miss Jill Dawson, seconded by Mrs. Jenn Storer, Item #8C: 1,2,3,4,5,6,7: approved.
Roll Call Vote:
YES - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Jay McMullin, Mr. Bill Murray, Dr. Mark Schmitz, Mrs. Jenn Storer, Mrs. Pat Wilson

1. Special Education Tuition Placement

Approve student with disabilities, ACA, to attend the Special Education ESY Program from 6/27/16-8/11/16, as well as the SCMD JTII Program at Timber Creek Regional High School for the 2016-17 school year on a tuition basis. The Clementon School District maintains fiscal responsibility for educational and transportation costs.

2. NCLB Title 1, 2, & 3

Move that the Board of Education approve the NCLB Title 1, 2 & 3 allocations for the 2016-2017 school year.

Title 1 Total	\$535,584
Title 2 Part A	\$ 45,878
Title 3	\$ 4,829
Total Allocation	\$586,291

3. **NJSIG Safety Grant Program**
Move that the Board of Education approve the acceptance of the 2017 Safety Grant Award of \$5866.75. This grant will be used to purchase privacy window film for Timber Creek HS as recommended by the emergency management team from NJ Dept. Of Ed. The balance will be used for needed miscellaneous safety supplies.
4. **Bayada Pediatrics Agreement**
Move that the Board of Education approve the agreement with Bayada Pediatrics for in-school nursing care for student Robert F. #263-412 in the amount of \$55/hour for RN services and \$45/hour for LPN services. This agreement will begin July 1, 2016 through June 30, 2017.
5. **Bayada Pediatrics Agreement**
Move that the Board of Education approve the agreement with Bayada Pediatrics for in-school nursing care for student Elijah J. #263-412 in the amount of \$55/hour for RN services and \$45/hour for LPN services. This agreement will begin July 1, 2016 through June 30, 2017.
6. **Appointment of Subs Staffing for Nurses, Cafeteria Staff and Bus Drivers**
Move that the Board of Education act to approve the appointment of Delta T as Substitute Staffing for Nurses, Cafeteria Staff and Bus Drivers, from July 1, 2016 through June 30, 2017.
7. **Special Conflicts Counsel**
Move that the Board of Education approve Brown and Connery, LLP as Special Conflicts Counsel for the period of July 1, 2016 – June 30, 2017.

Mrs. Grubb presented Item #8C: 8, 9,10,11,12 for approval

On the motion of Miss Jill Dawson, seconded by Mrs. Jenn Storer, Item #8C: 8, 9,10,11,12: approved.

Roll Call Vote:

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

8. **Waste Management on NJ, Inc.**
Move that the Board of Education approve Waste Management of NJ, Inc. as awarded by Gloucester Township BOE in the amount of \$67,739.76 for the period of July 1, 2016 – June 30, 2017.
9. **Board of Education 2016-2017 Meeting Schedule**
Move that the Board of Education approve the attached 2016-2017 Meeting Schedule.
10. **SJTP Contract – Highland Roof**
Move that the Board of Education approve the contract with SJTP for Highland roof, second floor and lower courtyard roofing with new metal siding and the upper auditorium roof at a cost of \$1,694,520.
11. **SJTP Contract – Triton Parking**
Move that the Board of Education approve the contract with SJTP for Triton Parking Lot in the amount of \$378,140.
12. **SJTP Contract – Highland Bleachers**
Move that the Board of Education approve the SJTP increase of bleacher cost site work in the amount of \$94,793.00.

Mrs. Grubb presented Item #8C: 13,14,15 for approval

On the motion of Mr. Kevin Bucceroni, seconded by Miss Jill Dawson, Item #8C: 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, Dr. Mark Schmitz, Mrs. Jenn Storer, Mrs. Pat Wilson

13. SJTP Contract – Various Projects

Move that the Board of Education approve the contract with SJTP for the following projects:

	<u>Not to exceed</u>
TT Stair (Gym)	\$28,000
TT Concrete Sidewalk & Curbing	\$107,000
TT Gym and Auditorium Doors	\$90,000
TT Lift (ADA Compliance)	\$90,000
TT Fencing	\$20,000
HH Locker Room Steps Tread	\$20,000
HH Maintenance Garage Painted	\$10,000
HH Gym Doors	\$40,000

14. Anticipated Contracts for 2016-2017

Pursuant to PL 2015, Chapter 47 the Black Horse Pike Regional School District Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18, et.seq. NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq. See attached exhibit.

15. SDA Grant Resolution

Move that the Board of Education approves a transfer of \$217,156.00 from the capital reserve to the capital outlay/projects fund for the Timber Creek High School Security Upgrade from the school year 2013-2014 for Timber Creek High School with DOE project number (0390-030-14-1003).

Mrs. Grubb presented Item #8C: 16,17,18,19,20,21,22,23 for approval

On the motion of Miss Jill Dawson, seconded by Mrs. Jenn Storer, Item #8C: 16,17,18,19,20,21,22,23: approved.

Roll Call Vote:

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

16. Transfer of Current Year Surplus to Reserve

WHEREAS, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Black Horse Pike Regional Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Black Horse Pike Regional Board of Education has determined that up to \$3,000,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Black Horse Regional Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

17. Transfer Resolution to Close Out the 2015-2016 School Year

Move that the Board of Education approve the Resolution allowing the Board Secretary to make all transfers needed to close out the current fiscal year, with the full Board to ratify at our August meeting.

18. Bill Payment Resolution for Payments During the Summer

Move that the Board of Education approve the Resolution allowing the Board Secretary to make all bill payments, with the full Board to ratify at our August meeting.

19. Authorization to Sign Checks

Move that the Board of Education approve the district officials to sign checks on behalf of the district until the next reorganization meeting of the Board, per the attached exhibit.

20. Elimination of Treasurer of School Moneys Position

Move that the Board of Education approve the attached Resolution to eliminate the Treasurer of School Moneys be adopted effective July 1, 2016.

21. Disposal of Old Textbooks and Equipment

Move that the Board of Education approve the disposal of the following textbooks:

<u>Textbook</u>	<u>Copyright</u>	<u># at HH</u>
Health	1989	24
Skills for Wellness	2001	14
First Aid/CPR/AED for the workplace	2006	73
Human Sexuality	1994	21

22. Command Inc., Change Order

Move that the Board of Education approve the change order for Command, Inc. in the amount of \$2,951.70.

23. Change of Student Accident Insurance Carrier

Move that the Board of Education approve the change in student accident insurance carrier from AIG to Bob McCloskey Insurance. The cost of the new carrier for the 2016-2017 school year is \$109,472.00, which represents an annual savings of \$14,845.00.

A. Personnel

Dr. Repici presented item(s) 9A:1, 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, 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, Dr. Mark Schmitz, Mrs. Jenn Storer, Mrs. Pat Wilson

ABSTAINED FROM #1 – Mrs. Dawn Leary

1. Co-curriculum Appointments

The Superintendent recommends the persons shown on SCHEDULE A be appointed to the listed co-curriculum positions at the stipends shown for the 2016-2017 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

The persons listed on SCHEDULE C are recommended for employment as per diem substitute staff for the 2016-2017 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 Employment Contract 2016-2017

The Superintendent recommends the Board of Education approval of the 2016-2017 contracts for the Central Office Administrators. Details are shown on the schedule.

SCHEDULE H- Business Administrator/Board Secretary

6. Approval: Job Descriptions

The Superintendent recommends Board of Education approval for the following Job Descriptions: Special Education Aide, Accountant Clerk, Accountant/Payroll, and Secretary to the Director of Personnel and Pension/Benefits Coordinator. Details are shown on SCHEDULE I.

7. Approval: Payment for Read 180 Training & PLC for Freshmen Seminar

The Superintendent recommends Board of Education approval for the payment for teachers to participate in a plc for Freshmen Seminar and Read 180 Training. Details are shown on SCHEDULE J.

8. Approval: Payment for Contracted Services

The Superintendent recommends Board of Education approval for the payment of contracted services at Triton High School. Details are shown on SCHEDULE K.

9. Approval: Revised Curriculum Writing

The Superintendent recommends Board of Education approval for the Curriculum Writing for the 2016-2017 school year. Details are shown on SCHEDULE L.

10. Appointment: Additional Science Teacher-Summer Work

The Superintendent recommends the appointment of the ADDITIONAL employee as a Science Teacher – Summer Work for the 2016-2017 school year. Details are shown on SCHEDULE M.

Dr. Repici presented item(s) 9A:11,12,13,14,15,16,17,18,19,20 for approval.

On the motion of Dr. Joyce Ellis, seconded by Mr. Jay McMullin, Item(s) 9A:11,12,13,14,15,16,17,18,19,20: approved.

Roll Call Vote:

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

ABSTAINED FROM #16: Mrs. Jenn Storer

11. Appointment: Revised Support Staff

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

12. Appointment: Professional Staff

The Superintendent recommends the appointment of the new hires for the school year 2016-2017. Details of the assignment and salary are shown on SCHEDULE O.

13. Approval Student Teacher

The Superintendent recommends permission be granted for the following **University of Phoenix** student to serve her **Student Teacher Assignment** for the 2016-2017 school year.

Student Teacher: Moriah Lilley
Dates: September 16, 2016 to December 2, 2016
Supervised by: Ruth O'Donnell
School: Triton Regional High School
Subject: Special Education

The Superintendent recommends permission be granted for the following **Rider University** student to serve his **Student Assistant Field Experience** assignment for the 2016-2017 school year.

Student Teacher: Michael Silverman
Dates: September, 2016 to December, 2016
Supervised by: Jan Vizoco and Art Alessandroni (**REVISED**)
School: Highland Regional High School
Subject: Student Assistant Coordinator

14. Approval Anti-Bullying Specialist

The Superintendent recommends Board of Education approval for Ms. Lisa Draper, School Counselor, to serve as the Anti-Bullying Specialist for Timber Creek Regional H.S. at a rate of \$42 per hour for services rendered that exceed normal working hours, effective 5/23/16-12/31/16.

15. Approval Resignations

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

T. Myers, a Grounds worker at Triton High School, has submitted a letter of resignation, to be effective on June 6, 2016. The Superintendent recommends acceptance of the resignation.

J. Glover, an Accountant at the Central Office, has submitted a letter of resignation, to be effective on July 3, 2016. The Superintendent recommends acceptance of the resignation.

G. Piscitelli, a 1:1 Aide at Timber Creek High School, has submitted a letter of resignation, to be effective on August 12, 2016. The Superintendent recommends acceptance of the resignation.

T. Munz III, an English teacher at Timber Creek High School, has submitted a letter of resignation, to be effective on June 30, 2016. The Superintendent recommends acceptance of the resignation.

C. Lees, a Special Education Instructional Aide at Highland, has submitted a letter of resignation, to be effective on May 20, 2016. The Superintendent recommends acceptance of the resignation.

H. Fertel, a Substance Abuse Counselor at Trion High School, has submitted a letter of resignation, to be effective on June 30, 2016. The Superintendent recommends acceptance of the resignation.

S. Molenkamp, a Substitute Custodian for Black Horse Pike School District, has submitted a letter of resignation, to be effective on June 6, 2016. The Superintendent recommends acceptance of these resignations.

16. Appointment of Twilight PE/Health Teachers

The Superintendent requests Board of Education approval of the persons shown on the schedule to be appointed as Twilight Program staff for the 2016-2017 school year. Details are shown on SCHEDULE P.

17. Approval: Change in Location Support Staff

The Superintendent recommends Board of Education approval of the change in location for the individual listed on the schedule for the 2016-2017 school year. Details are shown on SCHEDULE Q.

18. Appointment: Support Staff

The Superintendent recommends the appointment of the new hires for the school year 2016-2017. Details of the assignment and salary are shown on SCHEDULE R.

19. Appointment BSIP Coordinators

The Superintendent recommends Board of Education approve the appointment of the BSIP Coordinators for the 2016-2017 school year. Details are shown on SCHEDULE S.

19. Appointment Summer Music Program

The Superintendent recommends Board of Education approve the appointment of the Summer Music Program for the 2016-2017 school year. Details are shown on SCHEDULE T.

Dr. Repici presented item(s) 9A:21,22,23,24,25,26,27,28,29,30,31,32,33,34 for approval.

On the motion of Mrs. Pat Wilson, seconded by Miss Jill Dawson, Item(s)

9A:21,22,23,24,25,26,27,28,29,30,31,32,33,34: approved.

Roll Call Vote:

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

ABSTAINED FROM #29: Mrs. Jenn Storer

ABSTAINED FROM #22, 29 – Mr. Bill Murray

ABSTAINED FROM 29, 30 – Mrs. Dawn Leary

21. Approval Family Medical Leave/Family Leave/Medical Leave/Unpaid Leave

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

K.M. is requesting to take maternity leave from October 17, 2016 through November 23, 2016 utilizing 25 sick days. She would also like to take FMLA for child rearing purposes from November 28, 2016 through February 3, 2017.

A.W. has requested to take leave utilizing sick days from September 1, 2016 through September 9, 2016 and then leave without pay from September 12, 2016 through December 1, 2016.

C.S. has requested to take maternity leave and leave for child rearing purposes from October 3, 2016 through January 20, 2017, returning on January 23, 2017. She will use her accumulated sick days from October 3, 2016 to December 9, 2016 (44 sick days), and the remainder of her leave will be unpaid.

K.S. has requested to take unpaid leave from February 27th through March 3, 2017.

A.S. has requested to take unpaid leave from February 27th through March 3, 2017.

K.B. has requested to take FMLA unpaid leave for child bonding beginning September 26, 2016 through November 4th, 2016.

J.D. has requested to take the FMLA for child rearing purposes September 1, 2016 to be the first day of the leave and anticipated return with a date of December 1, 2016.

22. **Special Education Summer ESY Bus/Bus Aide Staffing**
The Superintendent recommends Board of Education approval for the Special Education Summer ESY Bus/Bus Aide Staffing:

Mr. Leroy Mills to serve as a bus driver during the 2016 Special Education ESY Program from 6/27/16-8/11/16 at his contractual hourly rate.

Ms. Veronica Foggy to serve as a bus aide during the 2016 Special Education ESY Program from 6/27/16-8/11/16 at her contractual hourly rate.
23. **Rescind Special Education ESY Aide**
The Superintendent recommends Board of Education approve to rescind the appointment of Ms. Christina Lees and Mr. Maxwell Baumle as Special Education Aides for the 2016 Special Education ESY Program due to their resignation in the program.
24. **Appointment: ESY Special Education Aid**
The Superintendent recommends the appointment of the employee on the schedule as an ESY Special Education Aide from 6/27/16-8/11/16. Details of the assignment and salary are shown on SCHEDULE U.
25. **Approval: Change in Assignment Support Staff**
The Superintendent recommends Board of Education approval of the change in assignment for the individual listed on the schedule for the 2016-2017 school year. Details are shown on SCHEDULE V.
26. **Reappointment of District Professional Service 2016-2017**
The Superintendent recommends the appointment of district professional service for the 2016-2017 school year.

Details are shown on the schedule below:
Channel 19 Staff Station Manager- **SCHEDULE W**
27. **Appointment: Game Security, Ticket Sellers & Game Timers**
The Superintendent recommends the appointment of the following employees on the attached schedule as Game Security, Ticket Sellers and Game Timers for sporting and activity events for the 2016-2017 school year. Details of the assignment and salary are shown on SCHEDULE X.
28. **Approval Support Staff Transfer**
The Superintendent recommends Board of Education approval of the transfer of:
P. Sanchez, a Master Mechanic at Highland High School to a Master Mechanic at Timber Creek High School effective June 13, 2016 until the end of the 2015-2016 school year and the 2016-2017 school year.
29. **Revised Reappointment of Administrative Staff 2016-2017**
The Superintendent recommends revised reappointment of the district Administrative staff for the 2016-2017 school year. Details of assignments and salaries are shown on SCHEDULE Y.
30. **Appointment of Assistant Athletic Directors 2016-2017**
The Superintendent recommends the appointment of Assistant Athletic Directors for the 2016-2017 school year. Details are shown on SCHEDULE BB.
31. **Appointment of CPR Instructors 2016-2017**
The Superintendent recommends the appointment of the CPR Instructors for the 2016-2016 school year. Details are shown on SCHEDULE CC.

32. Appointment of Lead Teachers 2016-2017

The Superintendent recommends the appointment of Lead Teachers for the 2016-2017 school year. Details are shown on SCHEDULE DD.

33. Appointment of Front Desk Coverage 2016-2017

The Superintendent recommends the appointment of Front Desk Coverage for the 2016-2017 school year. Details are shown on SCHEDULE EE.

34. Special Services Intramural Program

The Superintendent recommends the approval of the Special Services Intramural Program and staff for the 2016-2017 school year. Details are shown on SCHEDULE FF.

Dr. Repici presented item(s) 9A:35,36,37,38 9B: 1,2 for approval.

On the motion of Mrs. Jenn Storer, seconded by Mr. Kevin Bucceroni, Item(s) 9A:35,36,37,38 9B: 1,2: approved.

Roll Call Vote:

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

35. Request to Appoint Staff Pending Board of Education Approval

The Superintendent requests permission to approve staff members for appointment, who have been properly certified and meet all requirements, prior to the Board of Education meetings. These appointments will be approved by the Board retroactively.

36. Reappointment Bus Driver/Bus Aide

The Superintendent recommends the reappointment of the Bus Driver/Bus Aide for the 2016-2017 school year. Details of the salaries are shown on SCHEDULE KK.

37. Reappointment Cafeteria Support Staff

The Superintendent recommends the reappointment of the Cafeteria Support Staff for the 2016-2017 school year. Details of the salaries are shown on SCHEDULE AA.

38. Approval Research Study-Rowan University

The Superintendent recommends Board of Education approval for Elliott Karetny to take part in a research study with Dr. Ane Johnson in Exploring the Potential to Motivate High School Environmental Science students with Environmental Justice: A Mixed Methods Approach. Details are on the attached schedule MM.

B. ATHLETICS

1. Approval Overnight Field Trips

The Superintendent recommends approval of any overnight field trips due to tournament participation for the 2016-2017 school year.

2. Approval Fall Sports Schedules

The Superintendent recommends Board of Education approval of the Fall Sports Schedules for Highland, Timber Creek and Triton for the 2016-2017 school year. Details are on the attached SCHEDULE JJ.

C. POLICY

Dr. Repici presented item(s) 9C1, H1, 2,3,4,5,6,7,8 for approval.

On the motion of Mr. Kevin Bucceroni, seconded by Miss Jill Dawson, Item(s)9C1, H1, 2,3,4,5,6,7,8: approved.

Roll Call Vote:

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

1. First Reading - Policies & Procedures/Regulations

Policies:

- 2412 Home Instruction Due to Health Condition
- 3216 Dress and Grooming
- 4432 Sick Leave
- 4434 Support Staff Vacations and Holidays
- 5240 Tardiness

Regulations:

- 2412 Home Instruction Due to Health Condition
- 2481 Home or Out-of-School Instruction for General Education Pupils
- 5230 Late Arrival and Early Dismissal

H. MISCELLANEOUS

1. Special Education - Out of District Placements 2016-2017

For the school year 2016-17, 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 June 23, 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 with in Executive Session portion of the May 12, 2016 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying Coordinator. Details are shown on SCHEDULE G.

3. Overnight Field Trips

The Superintendent recommends Board of Education approval of any overnight field trips due to tournament participation for the 2016-2017 school year.

Date of Event: April 20 through April 23, 2017 (Spring break)
Nature of Event: Choir Competition
Location: Williamsburg, VA
Transportation: Bus
Students: 40 –Timber Creek Students
Chaperone(s): Daniel O'Neill, Jennifer Brown (tentative), Dorothy Deich (tentative)
Cost to District: Cost covered by Fundraising

Date of Event: August 17, 2016
Nature of Event: Football Team Overnight Stay
Location: Triton High School
Transportation: None
Students: 60 – Triton Students
Chaperone(s): Dominic Tomeo, Brian Bain, Tom Small, Bill Lewin, Rocco Colucci, Matt Colucci and Chris Howley
Cost to District: None

Date of Event: July 27, 2016 through July 28, 2016
Nature of Event: Camp College
Location: Caldwell University
Transportation: Bus
Students: 9 – Highland Students
Chaperone(s): Sarah Smith
Cost to District: None

4. Acknowledgement: Class of 2016 Valedictorians and Salutatorians for Triton, Highland & Timber Creek High Schools

The Superintendent is pleased to announce the Valedictorians and Salutatorians for the Class of 2016 as follows:

Highland Regional H.S. –

Valedictorians: Jaclyn Alston, Kryssa Goodhart, Kathryn Morgan,
Nusrat Nishu, Isabella Santosusso, Alexander Velazquez, Gina Venuto-Gabriella

Salutatorians: Ann Marie DiGuglielmo, William Fitzgerald, Christian Scafidi

Timber Creek Regional H.S. –

Valedictorians: Staci Bell, Samantha Carlson, Jenna Kornicki, James Lyon, Jessica Manigold,
Kemi Oladuja, Moriah Polk, Sean Stielow, Sydney Troung, Casey Wagner

Salutatorians: Elizabeth Paige Dickinson, Deanna Tran

Triton Regional H.S. –

Valedictorians: Zachary Billingham, Ryma Choudhry, Jonathan Kissam, Dhruvi Patel

Salutatorian: Nicole Rendine

5. Approval Big Brother/Big Sister

Approval for Highland High School to continue to participate in the Big Brother/Big Sister program during the 2016-2017 school year. Details are on SCHEDULE Z.

- 6. **Anti-Bullying Bill of Rights Self-Assessment Grades**
The Superintendent recommends Board of Education approval of the submission of the **School Self-Assessment for Determining Grade under the Anti-Bullying Bill of Rights** for Highland, Triton, and Timber Creek Regional High Schools, as per attached SCHEDULE GG.
- 7. **Approval: Proposed Superintendent and Board of Education Goals 2016-2017**
The Superintendent recommends Board approval of the Proposed Superintendent and Board of Education Goals 2016-2017. Details are shown on SCHEDULE HH.
- 8. **Approve Proposal to Establish a Volunteer Fellowship of Christian Athletes**
The Superintendent recommends Board of Education approve the proposal to establish a Volunteer Fellowship of Christian Athletes at Triton High School for the 2016-2017 school year. Details are shown on SCHEDULE II.

SUPERINTENDENT

Dr. Brian Repici, Superintendent
Nothing to Report

SPECIAL EDUCATION/POLICY UPDATE

Mr. David Cappuccio
Nothing to Report

BUSINESS/TECHNOLOGY REPORT

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

Dr. Schmitz asked for public comment.

There were no public comments.

EXITED AT 7:30 pm – Mrs. Julie Scully, Mr. David Cappuccio and Mr. Matt Szuchy

On the motion of Mrs. Pat Wilson, seconded by Mrs. Jenn Storer, the Board meeting adjourned to Executive Session at 7:33 pm.

Roll Call Vote:

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

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 “BHPKSD”, 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 BHPKSD, 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 publicly;

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.

EXITED AT 7:50 PM – Mrs. Dawn Leary, Mr. Bill Murray, Mrs. Jenn Storer

On the motion of Mrs. Pat Wilson, seconded by Ms. Jill Dawson, the Board meeting adjourned from Executive Session at 8:00 pm.

Roll Call Vote:

YES - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mr. Jay McMullin, Dr. Mark Schmitz, Mrs. Pat Wilson

ABSENT – Mrs. Dawn Leary, Mr. Bill Murray, Mrs. Jenn Storer

On the motion of Mrs. Pat Wilson, seconded by Mrs. Jenn Storer, the Board adjourned at 8:00 pm.

Roll Call Vote:

YES - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mr. Jay McMullin, Dr. Mark Schmitz, Mrs. Pat Wilson

ABSENT – Mrs. Dawn Leary, Mr. Bill Murray, Mrs. Jenn Storer

Respectfully submitted,

Jean Grubb
Board Secretary

JG/kc