

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
MINUTES OF ACTION MEETING
November 16, 2017**

Mr. Jay McMullin called to order the Regular Session at 6:00 pm at TimberCreek Regional 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, Ms. Jill Dawson, Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray, Mr. Jay McMullin

ABSENT - Dr. Joyce Ellis, Mrs. Dawn Leary

ALSO PRESENT - Mr. Dan Long, Dr. Brian Repici, Mr. Anthony Tarsatana, Mr. David Cappuccio, Mrs. Julie Scully, Mrs. Kasha Giddins, Ms. Lisa Owen, Mrs. Melissa Sheppard, Mr. Joe Newsham

On the motion by Mr. Kevin Bucceroni, seconded by Mrs. Jenn Storer, the Executive Session was called to order at 6:04 pm.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Ms. Jill Dawson, Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray, Mr. Jay McMullin

ABSENT - Dr. Joyce Ellis, Mrs. Dawn Leary

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

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

BE IT FURTHER RESOLVED that the BHRSD, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the BHRSD, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the BHRSD, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

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

On the motion of Mr. Kevin Bucceroni, seconded by Mrs. Jenn Storer, the Board of Education adjourned from Executive Session at 7:05 pm.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Ms. Jill Dawson, Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Bill Murray, Mr. Jay McMullin

ABSENT - Dr. Joyce Ellis, Mrs. Dawn Leary

Mr. Bill Murray left the meeting at the close of the Executive Session 7:06 pm

Mr. Jay McMullin asked for any emergency items. Dr. Repici added H4 to the Superintendent's Report.

Mr. Jay McMullin asked for public comment. There were no public comments.

Mrs. Kasha Giddins presented awards to various Timber Creek students.

A. INFORMATION ITEMS

1. Required Monthly Drills

	Date	Time	Evac Time	Type of Drill
Triton	10/5/17	8:35 am	2 min. 44 sec.	Fire Drill
	10/13/17	8:29 am	10 minutes	Lockdown
Highland	10/18/17	1:10 am	20 minutes	Code Annie
	10/25/17	10:59 am	7 minutes	Lockdown
Timber Creek	10/18/17	10:54 am	9 minutes	Lock Down
	10/25/17	8:39 am	3 minutes	Fire Drill
Twilight	10/26/17	4:00 pm	5 minutes	Lock Out
	10/31/17	6:00 pm	4 minutes	Fire Drill
Bus Evacuations – see attached				

2. Board Attendance

3. Committee Meeting Schedule/Reports

Curriculum/Special Ed/Student Affairs	Nothing to Report
Facilities/Security/Transportation	Nothing to Report
Finance/Technology	See attached
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. Anthony Tarsatana presented item #8B: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 for approval

On the motion of Mr. Kevin Bucceroni, seconded by Ms. Jill Dawson, Item #8B: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Ms. Jill Dawson, Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Bill Murray

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 October 12, 2017 Executive Session

Minutes of October 12, 2017 Workshop/Action

Minutes of September 21, 2017 Exec Session – Released to the 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. Reconciliation of Statements Report

Reconciliation of Statements Report in accordance with 18A:17-36 and 18A:17-9 for the month of September / October 2017. The Reconciliation Report and Secretary's report are in agreement for the month of September / October 2017. Move that the Board of Education approve the Reconciliation of Statements report.

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 September / October 2017. 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

10. Use of Facilities

C. Other Monthly Action Items

Mr. Anthony Tarsatana presented item #8C: 1, 2, 3, 4, 5, 6, 7 for approval

On the motion of Mrs. Patricia Wilson, seconded by Mr. Kevin McElroy, Item #8C: 1, 2, 3, 4, 5, 6, 7: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Ms. Jill Dawson, Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Bill Murray

1. Gloucester County Institute of Technology Contracts

Move that the Board of Education approve the 2017-2018 contracts with Gloucester County Institute of Technology for six students. The cost of tuition is \$ 6,120.00 per year plus the non-resident fee of \$ 2,340.00 per year per student. Total cost per student will be \$ 8,460.00 per student or \$ 50,760.00 total per year for all six students.

2. Disposal of Books

Move that the Board of Education approve the disposal of Workbooks and Textbooks that relate to HSPA at Timber Creek Regional High School. (see attached exhibit)

3. Disposal of Technology Waste

Move that the Board of Education approve the disposal of Dell Laptops. (see attached exhibit)

4. Special Education Transportation Contract with Parent

Move that the Board of Education approve the 2017-18 transportation contract with LP, parent of a student with disabilities pursuant to the attached exhibit. PL will transport the student to/from the Kingsway Learning Center. (see attached exhibit)

5. Joint Transportation Agreement with Waterford Township High School

Move that the Board of Education approve the joint transportation contract with Waterford Township for the 2017-2018 school year. (see attached exhibit)

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

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

7. Tuition Contracts

Move that the Board of Education approve tuition contracts. (see attached exhibit)

A. PERSONNEL

Dr. Repici presented Item #9A: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19 for approval
On the motion of Mrs. Patricia Wilson, seconded by Mrs. Jenn Storer, Item #9A: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Ms. Jill Dawson, Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - Dr. Joyce Ellis, Mrs. Dawn Leary, 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**

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. **Revised Tuition Reimbursement**

The staff members listed on schedule H have complied with the conditions outlined in the agreement between the Board of Education and BHPEA for the school year 2016-2017. In accordance with the agreement, payment shall be made within fifteen days of the date of Board approval. Approval is recommended.

6. **Approval: Job Description**

The Superintendent recommends Board of Education approval for the following Job Description: Cafeteria General Worker. Details are shown on SCHEDULE I.

7. **Approval: Change in Salary**

The Superintendent recommends Board of Education approval of the change in salary for the individual listed on the schedule for the 2017-2018 school year. Details are shown on SCHEDULE K.

8. **Approval Resignation**

A. Loverdi, a Special Education ABA for Black Horse Pike Regional School District, has submitted a letter of resignation, to be effective on November 1, 2017. The Superintendent recommends acceptance of the resignation.

9. **Approval Title III ELL Adult Program**

The Superintendent recommends Board of Education approval of the employees listed on the attached schedule as Title III ELL Adult Program for the 2017-2018 school year. Details are shown on SCHEDULE L.

10. **Approval Title III ELL Home Visits**

The Superintendent recommends Board of Education approval of the employees listed on the attached schedule for Title III ELL home visits for the 2017-2018 school year. Details are shown on SCHEDULE M.

11. **Approval Anti-Bullying Specialist**

The Superintendent recommends Board of Education approval for L. Draper as Timber Creek Anti-Bullying Specialist effective November 16, 2017 through March 20, 2018.

12. **Approval Payment for Title I Parent Meeting**

The Superintendent recommends Board of Education approval for payment for the employees listed on the attached schedule for Title I Parent Meeting. Details are shown on SCHEDULE N.

13. **Approval Title III ELL Adult Program**

The Superintendent recommends Board of Education approval of the employees listed on the attached schedule as Title III ELL Adult Program for the 2017-2018 school year. Details are shown on SCHEDULE O.

14. **Approval Practicum/Internship Placement**

The Superintendent recommends permission be granted for the following **Rider University** student to serve her **Counseling Practicum/Internship Placement** for the 2017-2018 school year.

Student Teacher: Taylor Conley*
Dates: January 2, 2018 through May 31, 2018
Supervised by: Paulette Kohout
School: Triton Regional High School
Subject: Counseling

*Pending completion of all paperwork.

The Superintendent recommends permission be granted for the following **Rider University** student to serve his **Counseling Practicum/Internship Placement** for the 2017-2018 school year.

Student Teacher: Christopher Watson*
Dates: January 2, 2018 through May 31, 2018
Supervised by: John Barnett
School: Triton Regional High School
Subject: SAC/Counseling

*Pending completion of all paperwork.

The Superintendent recommends permission be granted for the following **Wilmington University** student to serve her **Practicum Placement** for the 2017-2018 school year.

Student Teacher: Stacy Gay
Dates: January 23, 2018 through May 6, 2018
Supervised by: Rebecca Vives
School: Triton Regional High School
Subject: Social Studies

*Pending completion of all paperwork.

15. **Appointment: Game Security, Ticket Sellers & Game Timers**

The Superintendent recommends the appointment of the employees on the attached schedule as Game Security, Ticket Sellers and Game Timers for sporting and activity events for the 2017-2018 school year. Details of the assignment and salary are shown on SCHEDULE P.

16. **Approval NCLB After-School/During School Programs Additional Hours-Cafeteria Supervision Part-time Employee(s)**

The Superintendent recommends Board of Education approval of the employees listed on the attached schedule as NCLB After-School/During School Programs additional hours-Cafeteria Supervision Part-time Employee(s) for the 2017-2018 school year. Details are shown on SCHEDULE Q.

17. **Approval: Horizontal Adjustments for Academic Re-Classification on Salary Guide**

The Superintendent recommends approval of the horizontal adjustments on the salary guide for staff listed on schedule R due to academic re-classification for the 2017-2018 school year.

18. **Appointment: Support Staff**

The Superintendent recommends the appointment of the new hire for the school year 2017-2018. Details of the assignment and salary are shown on SCHEDULE T.

19. **Approval Leave of Absence**

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

#0343 is extending her unpaid leave of absence for child rearing purposes from October 18, 2017 through November 21, 2017.

#0506 is requesting a medical leave of absence starting November 29, 2017 through January 15, 2018.

#0735 is requesting a medical leave of absence starting November 8, 2017 through December 8, 2017.

#1135 is requesting intermittent FMLA leave effective immediately.

B. ATHLETICS

Dr. Repici presented Item #9B: 1 for approval

On the motion of Mrs. Jenn Storer, seconded by Ms. Jill Dawson, Item #9B: 1: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Ms. Jill Dawson, Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Bill Murray

1. **2018-2019 Tri County Conference proposed budget and ticket prices**

The Superintendent recommends approval of the 2018-2019 Tri County Conference proposed budget and ticket prices. Details are shown on the attached schedule Q.

C. POLICY

Dr. Repici presented Item #9C: 1 for approval

On the motion of Mrs. Jenn Storer, seconded by Mr. Kevin Bucceroni, Item #9C: 1: approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Ms. Jill Dawson, Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Bill Murray

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

Policies:

- 2340 Field Trips
- 5511 Dress and Grooming
- 5512.01 Harassment, Intimidation, and Bullying
- 5600 Pupil Discipline/Code of Conduct
- 5750 Equal Educational Opportunity
- 5751 Sexual Harassment
- 5756 Transgender Students

Regulations:

H. MISCELLANEOUS

Dr. Repici presented Item #9H: 1, 2, 3, 4 for approval

On the motion of Mr. Kevin Bucceroni, seconded by Mrs. Jenn Storer, Item #9C: 1, 2, 3, 4: approved

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Ms. Jill Dawson, Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Bill Murray

1. Special Education - Out of District Placements 2017-2018

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 November 16, 2017 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 October 12, 2017 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 S.

4. Emergency Resolution for JROTC

The Superintendent recommends that the Black Horse Pike Regional School District Board of Education approve the agreement to establish an Air Force Junior Reserve Officer Training Corps unit at Highland High School. Details are shown on the attached SCHEDULE U.

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

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

Dr. Repici reviewed with the Board of Education Mr. Jay McMullin's request on the status of the districts Light House Award.

Board Member Mr. Kevin Bucceroni thanked Dave Cappuccio for the success of the job training program he oversees in the district.

Board Member Kevin McElroy thanked Triton High School for the Veteran's Day celebration that was held.

On the motion of Mr. Kevin Bucceroni, seconded by Mr. Kevin McElroy the Board of Education adjourned at 7:36 pm.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Ms. Jill Dawson, Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - Dr. Joyce Ellis, Mrs. Dawn Leary, Mr. Bill Murray

Respectfully submitted,

Anthony Tarsatana
Assistant

AT/gb