

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
MINUTES OF ACTION MEETING
April 27, 2017**

Mr. Jay McMullin called to order the Regular Session at 6:00 pm at Triton 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 6/23/16.
- Posting on the front door of the Central Office facility on 6/23/16.
- Mailing written notice to the Philadelphia Inquirer and the South Jersey Times on 6/23/16.
- Filing written notice with the Municipal Clerks of Bellmawr, Gloucester Township and Runnemede on 6/23/16.
- 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, Miss Jill Dawson, Dr. Joyce Ellis,
Mrs. Dawn Leary, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT – Mr. Kevin McElroy, Mr. Bill Murray

ALSO PRESENT - Dr. Brian Repici, Mr. Frank Rizzo, Mr. Matt Szuchy, Mr. Anthony Tarsatana,
Mrs. Therese Bonmati, Ms. Kasha Giddins, Ms. Beth Petite, Mr. John Moustakas

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

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis,

Mrs. Dawn Leary, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - Mr. Kevin McElroy, Mr. Bill Murray

ARRIVED LATE – Mr. Kevin McElroy 6:08 pm

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the 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 Miss Jill Dawson seconded by Dr. Joyce Ellis, the Board of Education adjourned from Executive Session at 6:55 pm

ROLL CALL VOTE

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

Mr. Jay McMullin asked for any emergency items. There were none.

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

Mrs. Therese Bonmati presented awards to various Triton students.

Students from each school reported on events and school news.

Mr. Frank Rizzo presented the 2017-2018 budget for approval

On the motion of Mrs. Dawn Leary, seconded by Mrs. Patricia Wilson, the 2017-2018 budget was approved.

ROLL CALL VOTE

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

1. Adoption of 2017-2018 School Budget

Move that the Board of Education adopt the 2017-2018 budget in the amount of: \$ 78,902,456		
BE IT RESOLVED to approve the 2017-2018 school district budget.		
	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$74,289,029	\$32,626,444
Special Revenue Fund	\$1,284,979	
Debt Service Fund	<u>\$3,328,448</u>	<u>\$1,906,917</u>
Total Base Budget	<u>\$78,902,456</u>	<u>\$34,533,361</u>
Move that the Board of Education approve the following:		
<p>The district has a taxing authority of up to \$639,734 which is a 2% cap increase over the prior year amount. The maximum district tax levy available is \$32,626,444 for 2017-2018.</p> <p>The details of the tax levy are as follows:</p>		
2 % Allowable Tax Levy Adjustment	\$639,734	
2016-2017 Tax Levy	<u>\$31,986,710</u>	
Total Available General Fund Tax Levy	<u>\$32,626,444</u>	
BE IT RESOLVED that there be raised for the General Fund \$ <u>32,626,444</u> for the ensuing school year 2017-2018 allocated among the constituent municipalities as follows:		
	<u>2017-2018 Percent</u>	<u>Local Tax Levy</u>
<u>Municipality</u>		
Borough of Bellmawr	11.1863358	\$3,863,018
Township of Gloucester	80.6778788	\$27,860,783
Borough of Runnemede	8.1357854	<u>\$2,809,560</u>
		<u>\$34,533,361</u>

• **Completed Projects**

Triton – Back Parking Lot and Bus Loop, Sidewalk Upgrades and Replacement, New Lockers, ADA Lift, New Fencing and Bollards, Outside Bathroom Renovation

Highland – Roof Replacement, New Stadium Bleachers, Garage Renovations, Parking Lot Improvements, Two Bathroom Renovations

Timber Creek –New Outdoor Bathroom Trailer, Strobe Security Lighting, A/C for Electrical Room

District – Turf Management Upgrades, Athletic Field Renovations

- **Planned Projects**

Triton – Full Renovation of E6, Door Expansion E-25, Boiler Controls

Highland – New Lighting and flooring in the Library Media Center, New Lockers in the Boys PE Locker Room, New Fitness Room with Equipment, New Weight Room Entrance Door

Timber Creek – New LED Lighting in Auxiliary Gym, Start Chiller Reduction Plan, Partial Parking Lot Seal Coat

District – One to One Lap Top Initiative

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 – see attached</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	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: 1, 2, 3, 4, 5, for approval

On the motion of Mrs. Patricia Wilson, seconded by Mr. Kevin Bucceroni, Item #8B: 1, 2, 3, 4, 5 approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary,

Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - 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 April 6, 2017 Executive Session

Minutes of April 6, 2017 Workshop/Action

Minutes of March 9, 2017 Exec Session – Released to the Public

2. **Bill List**

Move that the bills submitted be paid and the officers' action in making payment therefore is hereby approved.

3. **Cash/Wire Transfers– Nothing to report**

Move that the Board of Education approve the cash/wire transfers as shown.

4. **Board Secretary/Business Administrator's Report**

Move that the Board of Education approve the report of the Board Secretary/Business Administrator.

Mr. Frank Rizzo presented item #8B: 6, 7, 8, 9 for approval

On the motion of Mrs. Patricia Wilson, seconded by Mr. Kevin Bucceroni, Item #8B: 6, 7, 8, 9, approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary,

Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - Mr. Bill Murray

5. **Reconciliation of Statements Report –**

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

6. **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 March 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.

7. **Cafeteria Fund Analysis**

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

8. **Student Activity Account Report**

9. **Use of Facilities**

C. Other Monthly Action Items

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

1. **NJDOE Other Capital Project**

Move that the Board of Education authorize Garrison Architects to prepare and submit an NJDOE Other Capital Project application for Renovation of the Maintenance Storage Room at Highland Regional High School. The district acknowledges that it will receive no state aid for these projects and further authorizes Garrison Architects to amend the district Long Range Facility Plans to include this project.

A. PERSONNEL

Dr. Repici presented Item #9A: 1, 3, 4, 5, 6, 7 for approval
On the motion of Dr. Joyce Ellis, seconded by Mrs. Jenn Storer, Item #9A: 1, 3, 4, 5, 6, 7 approved.
ROLL CALL VOTE
YES - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary,
Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin
ABSENT - Mr. Bill Murray
ABSTAINED – from 9A: 1 – Mrs. Dawn Leary

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 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 Retirement Professional/Support Staff**

G. Steet, a Vice Principal Secretary at Triton High School has submitted a letter to the Board of Education indicating she will retire July 1, 2017. Mrs. Steet has been an employee

of the district for twelve years. The Superintendent recommends acceptance of this resignation, for the purpose of retirement, with regret.

W. Frantz, a Health/Physical Education teacher at Triton High School has submitted a letter to the Board of Education indicating she will retire July 1, 2017. Mrs. Frantz has been an employee of the district for thirty three years. The Superintendent recommends acceptance of this resignation, for the purpose of retirement, with regret.

J. Morris, a Business Education teacher at Timber Creek High School has submitted a letter to the Board of Education indicating she will retire July 1, 2017. Mrs. Morris has been an employee of the district for thirty one years. The Superintendent recommends acceptance of this resignation, for the purpose of retirement, with regret.

6. Transfers-Professional/Support Staff Voluntary & Involuntary

The Superintendent recommends Board of Education approval of the voluntary and involuntary transfers for the professional and support staff listed on the attached schedule H, effective September 1, 2017.

7. Approval: Job Descriptions

The Superintendent recommends Board of Education approval for the following Job Descriptions: Be the Change Advisor, L.A.D.I.E.S. Leadership Advisor, Men's Leadership Advisor and Twilight Alternative Program Principal. Details are shown on SCHEDULE J.

B. ATHLETICS Nothing to Report

C. POLICY

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

On the motion of Mrs. Jenn Storer, seconded Mrs. Dawn Leary by, Item #9C: 1, 2, 3; #9H 1, 2, 3, 4 approved.

ROLL CALL VOTE

YES - Mr. Kevin Bucceroni, Miss Jill Dawson, Dr. Joyce Ellis, Mrs. Dawn Leary,

Mr. Kevin McElroy, Mrs. Jenn Storer, Mrs. Patricia Wilson, Mr. Jay McMullin

ABSENT - Mr. Bill Murray

1. First Reading – Policies & Procedures/Regulations

5460 High School Graduation

2. Second Reading – Policies & Procedures/Regulations

2000 Table of Contents
5000 Table of Contents
7000 Table of Contents
8000 Table of Contents

Policies:

0000.02 Introduction
2320 Independent Study Programs
2340 Field Trips
2415.06 Unsafe School Choice Option
2464 Gifted and Talented Students
2622 Student Assessments
3160 Physical Examination
4160 Physical Examination

4432	Sick Leave
4434	Support Staff Vacations and Holidays
5116	Education of Homeless Children
5465	Early Graduation
7446	School Security Program
8350	Records Retention

Regulations:

0000.03	Introduction
3160	Physical Examination
3432	Sick Leave
4160	Physical Examination
4432	Sick Leave
5116	Education of Homeless Children

H. **MISCELLANEOUS**

1. **Special Education - Out of District Placements 2016-2017** **Nothing to Report**

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 April 27, 2017 Board of Education Meeting by the Superintendent of Schools and the District Anti Bullying Coordinator. Details are shown on SCHEDULE F. *HIB Investigation #2016-38 was added to the agenda as an emergency item*

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 April 6, 2017 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying Coordinator. Details are shown on SCHEDULE G.

3. **Overnight Field Trip**

Date of Event:	September 1 through September 3, 2017
Nature of Event:	Football Team to play against East St. Louis High School
Location:	East St. Louis, IL
Transportation:	Bus
Students:	45 – Timber Creek Football Team
Chaperone(s):	Robert Hinson, Chuck Newsom, Nick Yotsko, Wayne Goldman
Cost to District:	There will be no cost to the District

4. **Approval: Sustainable Jersey for Schools Small Grants Program**

The Superintendent recommends Board of Education approval to apply for Sustainable Jersey for Schools Small Grants Program for all three schools. Grant award is \$4000. Information is attached on schedule I.

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.

Mr. Nwoga (parent) voiced his concern with regard to the District not having student uniforms and with providing students with laptops in the 17/18 school year.

On the motion of Mr. Kevin Bucceroni, seconded by Mrs. Dawn Leary, the Board of Education adjourned at 8:10 pm.

ROLL CALL VOTE

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

ABSENT - Mr. Bill Murray

Respectfully submitted,

Frank Rizzo
Board Secretary

FR/gb