

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT**  
**MINUTES OF ACTION MEETING**  
**September 12, 2013**

Mr. Kevin Bucceroni called to order the Regular Session at 6:00 pm at Triton High School.

Mrs. Jean Grubb read the Open Public Meetings Preamble.

The New Jersey Open Public Meetings Law was enacted to insure the right of the Public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Black Horse Pike Regional Board of Education has cause notice of this meeting to be published by having the date, time, and place thereof posted by the Board Secretary in the following manner:

- Posting of the official school bulletin boards located on the schoolhouse door at Triton, Highland, and Timber Creek Regional High Schools on 5/27/13.
- Posting on the front door of the Central Office facility on 5/27/13.
- Mailing written notice to the Courier Post on 5/27/13.
- Filing written notice with the Municipal Clerks of Bellmawr, Gloucester Township and Runnemede on 5/27/13.
- 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, Dr. Mark Schmitz, Mrs. Jenn Storer, Mrs. Pat Wilson, Mr. Ben Zanghi

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

ABSENT- Mr. Lou Johnston

On the motion of Mr. Ben Zanghi, seconded by Dr. Mark Schmitz the Board of Education Adjourned to Executive Session at 6:01 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 "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 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 purchase, 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 BHPUSD, 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 BHPUSD, Board of Education will proceed with business.  
**NOW, THEREFORE, BE IT RESOLVED**, that the BHPUSD, Board of Education will go into Executive Session for only the above stated reasons;  
**BE IT FURTHER RESOLVED** that the BHPUSD, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the BHPUSD, 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 BHPUSD, 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 Dr. Mark Schmitz, seconded by Mrs. Pat Wilson, the Board adjourned from Executive Session at 6:59 pm.

The Board of Education went into Public Session at 7:00 pm.

Mr. Bucceroni asked for any public comments. There were none.

#### A. INFORMATION ITEMS

1. Required Monthly Drills  
Fire drills were held on the following dates: N/A
2. Board Attendance
3. Committee Meeting Reports – NOTHING TO REPORT

#### B. MANDATED MONTHLY ACTION ITEMS

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 August 15, 2013 Executive Session  
Minutes of August 15, 2013 Workshop/Action Meeting  
Minutes of June 12, 2013 Workshop/Action Meeting-Released to Public  
Minutes of June 12, 2013 Workshop/Action Meeting-Released to Public
2. Budget/Account Transfers N/A  
Move to approve the Budget Transfers as shown.
3. Bill List N/A  
Move that the bills submitted be paid and the officers' action in making payment therefore is hereby approved.
4. Cash/Wire Transfers N/A  
Move that the Board of Education approve the cash/wire transfers as shown.
5. Board Secretary/Business Administrator's Report N/A  
Move that the Board of Education approve the report of the Board Secretary/Business Administrator.
6. Treasurer of School Moneys Report N/A  
Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of July & August 2013. The Treasurer's Report and Secretary's report are in agreement for the month of July & August 2013. Move that the Board of Education approve the Treasurer of School Moneys reports.
7. Budget Certification N/A

**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 July & August 2013. 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.  
Nothing To Report

8. Cafeteria Fund Analysis N/A  
Move that the Board of Education approve the Cafeteria Fund Analysis.

9. Student Activity Account Report N/A  
Move that the Board of Education approve the Student Activities Account Reports.

Mrs. Jean Grubb presented Item(s) # 6B: 10 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mr. Jay McMullin, Item(s) # 6B: 10: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Dr. Joyce Ellis, Mr. Jay McMullin, Dr. Mark Schmitz Mrs. Jenn Storer,

ABSENT – Mr. Lou Johnston

EXITED AT 6:35 PM – Mr. Ben Zanghi

EXITED AT 7:05 PM – Dawn Leary

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. Jean Grubb presented Item(s) # 6C: 1-6 for approval.

On the motion of Dr. Joyce Ellis, seconded by Dr. Mark Schmitz, Item(s) # 6C: 1-6: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Dr. Joyce Ellis, Mr. Jay McMullin, Dr. Mark Schmitz Mrs. Jenn Storer,

ABSENT – Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Ben Zanghi

ABSTAINED FROM #6 – Mrs. Pat Wilson

1. Center For Family Guidance Contract  
Move that the Board of Education approve the contract with Center for Family Guidance as attached.
2. Gloucester County Institute of Technology Pool Contract  
Move that the Board of Education approve the pool contract with GCIT as attached.
3. Gloucester County Institute of Technology Tuition Contract  
Move that the Board of Education approve the tuition contract with GCIT as attached.
4. Camden County Technical School Contract  
Move that the Board of Education approve the contract with CCTS as attached.
5. Newborn Nurses Contract  
Move that the Board of Education approve the contract with NBN as attached.
6. Interlocal Services Agreement with Runnemede BOE  
Move that the Board of Education approve the Interlocal Services Agreement with Runnemede BOE as attached.

Mrs. Jean Grubb presented Item(s) # 6C: 7-12 for approval.

On the motion of Dr. Mark Schmitz, Mrs. Pat Wilson seconded by Item(s) # 6C: 7-12: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Dr. Joyce Ellis, Mr. Jay McMullin, Dr. Mark Schmitz Mrs. Jenn Storer,

ABSENT – Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Ben Zanghi

7. 2013-2014 Transportation Renewals

Move that the Board of Education approve the 2013-2014 transportation contract renewals, at a 2.68% increase, as specified below

TRANSPORTATION RENEWAL ROUTES FOR S/Y 13-14

	Route	Company	12/13 contract Renewal	CPI increase = 2.63%	2.63 13/14 contract Renewal
1	TR1	First Student	27,764.11	\$730.20	28,494.30
2	TR2	First Student	27,764.11	\$730.20	28,494.30
3	TR88	First Student	15,988.23	\$420.49	16,408.72
4	H1	Holcomb	14,159.90	\$372.41	14,532.30
5	H2	Holcomb	14,159.90	\$372.41	14,532.30
6	TC1	Holcomb	17,790.66	\$467.89	18,258.55
7	TC2	Holcomb	17,790.66	\$467.89	18,258.55
8	TR83	Holcomb	10,545.78	\$277.35	10,823.13
9	TR89	Holcomb	14,211.40	\$373.76	14,585.16
10	GCT1	McGough	18,587.98	\$488.86	19,076.84
11	GCT2	McGough	18,587.98	\$488.86	19,076.84
12	9CCT	Student Transportation of America	38,041.99	\$1,000.50	39,042.49

8. Perkins Grant Allocations FY 14

Move that the Board of Education approve the FY14 Perkins Grant Allocations as attached.

9. Change Order Request – SJTP - Highland Entrance Doors

Move that the Board of Education approve a Change Order Request in the amount of \$8067.50 from SJTP as attached exhibit – Highland Entrance Doors Project.

10. Donation by Rotary

Move that the Board of Education accept a \$10,000 donation from Rotary of Runnemede, Bellmawr and Glendora. The funds will be deposited into a Student Activity Account and used towards the purchase of a new scoreboard for the Football field. The Rotary Club will be acknowledged on the scoreboard.

11. Disposal of Old Ink

Move that the Board of Education approve of the disposal of the following list of old unusable ink.

18 number 26's, 39 number 10's, 12 number 11's, 4 number 28's, 2 number 57's, 2 number 29's, 4 non-numbered, 1 number 21, 2 PTi Toner Cartridges, 1 Xerox Maintenance kit, 1 Brother Toner Cartridge, 2 15-A's

12. Disposal of Old Books

Move that the Board of Education approve of the disposal of out dated FACS & Health/Phys. Ed. textbooks as attached.

## A. PERSONNEL

Dr. Brian Repici presented Emergency Item(s) # 7A: 1-5 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mrs. Jenn Storer, Item(s) # 7A: 1-5: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Dr. Joyce Ellis, Mr. Jay McMullin, Dr. Mark Schmitz Mrs. Jenn Storer

ABSENT – Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Ben Zanghi

### 1. Co-curricular Appointments

The Superintendent recommends the persons shown on SCHEDULE A be appointed to the listed co-curricular positions at the stipends shown for the 2013-2014 school year and are paid for time served in the positions. Approval is recommended.

### 2. Resolution for Emergency Hiring

We are now required to submit to the County Education Office each month 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 2013-2014 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. Appointment: Mentors 2013-2014 School Year

The Superintendent requests Board of Education appointment of the Mentors for Beginning Teacher Induction Program 2013-2014. Details are shown on SCHEDULE G.

Dr. Brian Repici presented Emergency Item(s) # 7A: 6-9 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mr. Jay McMullin, Item(s) # 7A: 6-9: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Dr. Joyce Ellis, Mr. Jay McMullin, Dr. Mark Schmitz Mrs. Jenn Storer

ABSENT – Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Ben Zanghi

### 6. Appointment: Professional Staff

The Superintendent recommends the appointment of the new hires for the school year 2013-2014. Details of the assignment and salary are shown on **SCHEDULE H**.

### 7. Appointment: On-Course Super-Users

The Superintendent recommends the appointment of the On-Course Super-Users for the school year 2013-2014. Details of the assignment and salary are shown on **SCHEDULE I**.

### 8. Retirement: Support Staff

**Ms. Isabelle Chakov**, a secretary in the Triton High School Library has submitted a letter to the Board of Education indicating she will retire January 1, 2014. Ms. Chakov has been an employee of the district for twenty four and one half years. The Superintendent recommends acceptance of this resignation, for the purpose of retirement, with regret.

### 9. Resignation: Professional Staff

**M. Sandlin**, a Science Teacher and A at Triton High School, has submitted a letter of resignation, to be effective September 1, 2013. The Superintendent recommends acceptance of the resignation.

Dr. Brian Repici presented Emergency Item(s) # 7A: 10-15 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mrs. Jenn Storer, Item(s) # 7A: 10-15: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Dr. Joyce Ellis, Mr. Jay McMullin, Dr. Mark Schmitz Mrs. Jenn Storer

ABSENT – Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Ben Zanghi

10. Approval: Change in Assignment Support Staff

The Superintendent recommends the Board of Education approval for the change in assignment for the individuals listed on the attached schedule. Details are shown on SCHEDULE J.

11. Appointment: Title IA Math and Language Arts Literacy Tutoring

The Superintendent recommends the appointment of the Title IA Math and Language Arts Literacy Tutors for the 2013-2014 school year. Details of the assignment and salary are shown on **SCHEDULE K**.

12. Appointment: Title IA Coordinators

The Superintendent recommends the appointment of the Title IA Coordinators for the 2013-2014 school year. Details of the assignment and salary are shown on **SCHEDULE L**.

13. Appointment: Support Staff

The Superintendent recommends the appointment of the new hires for the school year 2013-2014. Details of the assignment and salary are shown on **SCHEDULE M**.

14. Approval Family Leave of Absence

The Superintendent recommends Board of Education approval for M. Maitag, a Counselor at Triton, has requested a Family Leave of Absence, beginning November 12, 2013 through January 1, 2014 without pay. His anticipated return to work is January 2, 2014 .

The Superintendent recommends Board of Education approval for C. Fronczak, a World Language Teacher at Triton, has requested a Family Leave of Absence, beginning September 3, 2013 through December 3, 2013 without pay. Her anticipated return to work is December 4, 2013.

15. Approval Medical Leave of Absence

The Superintendent recommends Board of Education approval for J. Napoli a Math Teacher at Triton, has requested a Medical Leave of Absence, beginning September 3, 2013. Her anticipated return to work is September 30, 2013.

The Superintendent recommends Board of Education approval for P. Malone a Special Education 1:1 Aide at Timber Creek High School, has requested a Medical Leave of Absence, beginning September 9, 2013 through October 4, 2013 using sick days. Her anticipated return to work is October 7, 2013.

**B. ATHLETICS      *Nothing to Report***

**C. POLICY**

1. First Reading – Policies/Regulations

<b>Policies</b>	<b>Regulations</b>
P3144.12	Certification of Tenure Charges - Inefficiency
P3372	Teaching Staff Member Tenure Acquisition
P3373	Tenure Upon Transfer or Promotion
P4124	Employment Contract
P5512	Harassment, Intimidation, and Bullying

2. Second Reading -- Policies/Regulations

**Policies**

**Regulations**

P0000.02	Introduction		
P0132	Executive Authority		
P2468	Independent Educational Evaluations		
P3230	Outside Activities	R3230	Outside Activities
P3232	Tutoring Services	R3232	Tutoring Services
P3281	Inappropriate Staff Conduct	R3281	Inappropriate Staff Conduct
P4230	Outside Activities	R4230	Outside Activities
P4281	Inappropriate Staff Conduct	R4281	Inappropriate Staff Conduct
P5117	Inter-district Public School Choice	R5117	Inter-district Public School Choice
P5120	Assignment of Pupils		
P5300	Automated External Defibrillators (AEDs)	R5300	Automated External Defibrillators(AEDs)
P5533	Pupil Smoking		
P7474	Smoking in School Buildings and on School Grounds		

**H. MISCELLANEOUS**

Dr. Brian Repici presented Emergency Item(s) # 7H: 1 for approval.

On the motion of Mr. Jay McMullin, seconded by Dr. Mark Schmitz, Item(s) # 7H: 1: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Dr. Joyce Ellis, Mr. Jay McMullin, Dr. Mark Schmitz Mrs. Jenn Storer

ABSENT – Mr. Lou Johnston, Mrs. Dawn Leary, Mr. Ben Zanghi

1. Special Education – Out of District Placements 2013-14

For the school year 2013-14, the Child Study Team has placed the classified students listed on **SCHEDULE E** in special education institutions believed to be best staffed and equipped to deal with the specific learning disabilities identified for these students.

Acknowledgement of the Board of Education for these placements is requested.

2. Harassment Intimidation & Bullying (HIB) Investigations **Nothing to Report**

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 September 12, 2013 Board of Education Meeting by the Superintendent of Schools and the District Anti Bullying Coordinator. Details are shown on SCHEDULE F.

3. Approval: Curriculum 2013-2014

The Superintendent recommends Board of Education approval of the following Curricula:

- Vocal Music 1
- Vocal Music 2
- Vocal Music 3
- Vocal Music 4
- Advance Placement Psychology

4. Approval: District Goals 2013-2014 School Year

The Superintendent requests the Board of Education approve the District Goals for the 2013-2014 school year. Details are shown on SCHEDULE N.

INFORMATION ITEMS

Dr. Brian Repici, Acting Superintendent  
"Superintendent and BOE Goals"

SPECIAL EDUCATION/POLICY UPDATE

Mr. David Cappuccio, Director of Special Education  
"Opening of School Staff Development"

BUSINESS/TECHNOLOGY UPDATE

Mrs. Jean Grubb, Business Administrator

CURRICULUM UPDATE

Matthew Szuchy, Director of Curriculum & Instruction  
Nothing to Report

PERSONNEL UPDATE

Julie Scully, Supervisor of Personnel Management  
Nothing to Report

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

On the motion of Dr. Mark Schmitz, seconded by Mr. Lou Johnston, the Board meeting adjourned at 7:17 pm.

Respectfully submitted,



Jean Grubb  
Business Administrator/Board Secretary  
JG/kc