

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
MINUTES OF ACTION MEETING
September 19, 2013**

Mr. Kevin Bucceroni called to order the Regular Session at 6:05 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, Mr. Jay McMullin, Dr. Mark Schmitz, Mrs. Pat Wilson

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

ABSENT - Dr. Joyce Ellis, Mr. Lou Johnston, Mrs. Dawn Leary, Mrs. Jenn Storer

ARRIVED AT 7:00 PM - Mr. Ben Zanghi

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 "BHRSD", 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 BHRSD, 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 BHRSD, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b): NO EXECUTIVE SESSION

Mr. Bucceroni asked for any emergency items

Dr. Repici added emergency item #22, appointment of Twilight Counselor

Dr. Repici shared the Epic Environmental Service indoor air quality test that was completed on September 18, 2013 at Timber Creek. According to the report there were no issues of mold present in the five tested areas. In fact the mold count was higher outside of the building than in any part inside the building.

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

Students from each school reported on district activities and accomplishments.

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

Mrs. Jean Grubb presented Item(s) # 6B: 1-7 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mrs. Pat Wilson, Item(s) # 6B: 1-7: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Jay McMullin, Dr. Mark Schmitz, Mr. Ben Zanghi

ABSENT – Dr. Joyce Ellis, Mr. Lou Johnston, Mrs. Dawn Leary, 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 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

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 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

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.

8. Cafeteria Fund Analysis

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

Mrs. Jean Grubb presented Item(s) # 6B: 9-10 for approval.

On the motion of Mrs. Pat Wilson, seconded by Mr. Ben Zanghi, Item(s) # 6B: 9-10: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Jay McMullin, Dr. Mark Schmitz, Mr. Ben Zanghi

ABSENT – Dr. Joyce Ellis, Mr. Lou Johnston, Mrs. Dawn Leary, Mrs. Jenn Storer

9. Student Activity Account Report

N/A

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

1. Center For Family Guidance Contract

Approved 9/12/13

Move that the Board of Education approve the contract with Center for Family Guidance as attached.

2. Gloucester County Institute of Technology Pool Contract

Approved 9/12/13

Move that the Board of Education approve the pool contract with GCIT as attached.

3. Gloucester County Institute of Technology Tuition Contract

Approved 9/12/13

Move that the Board of Education approve the tuition contract with GCIT as attached.

4. Camden County Technical School Contract

Approved 9/12/13

Move that the Board of Education approve the contract with CCTS as attached.

5. Newborn Nurses Contract

Approved 9/12/13

Move that the Board of Education approve the contract with NBN as attached.

6. Interlocal Services Agreement with Runnemede BOE

Approved 9/12/13

Move that the Board of Education approve the Interlocal Services Agreement with Runnemede BOE as attached.

7. 2013-2014 Transportation Renewals

Approved 9/12/13

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 SY 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

Approved 9/12/13

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

9. Change Order Request – SJTP - Highland Entrance Doors

Approved 9/12/13

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

Approved 9/12/13

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 **Approved 9/12/13**
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 **Approved 9/12/13**
Move that the Board of Education approve of the disposal of out dated FACS & Health/Phys. Ed. textbooks as attached.

Mrs. Jean Grubb presented Item(s) # 6B: 13 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mr. Ben Zanghi, Item(s) # 6B: 13: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Jay McMullin, Dr. Mark Schmitz, Mr. Ben Zanghi

ABSENT – Dr. Joyce Ellis, Mr. Lou Johnston, Mrs. Dawn Leary, Mrs. Jenn Storer

13. Disposal of Old Books
Move that the Board of Education approve of the disposal of old books as listed below:
230 copies of Deslich, Barbara and John Funkhauser, Forensic Science for High School. 2006, Kendall-Hunt. ISBN 0-7575-1825-7.
170 copies of Wilbraham, Staley, et.al. , Chemistry. 5th ed. 2000, Addison-Wesley Publishing Co. ISBN 0201321424
500 copies of Holt Science Spectrum: A Physical Approach 2001, isbn 9780030936449
350 copies of Glenco Physical Science 1998, isbn 0028275675

A. PERSONNEL

Dr. Brian Repici presented Item(s) # 7A: 1, 3, 4, 5 for approval.

On the motion of Mr. Ben Zanghi, seconded by Dr. Mark Schmitz, Item(s) # 7A: 1, 3, 4, 5: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Jay McMullin, Dr. Mark Schmitz, Mr. Ben Zanghi

ABSENT – Dr. Joyce Ellis, Mr. Lou Johnston, Mrs. Dawn Leary, Mrs. Jenn Storer

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 Nothing to Report
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 **Approved 9-12-2013**
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.
6. Appointment: Professional Staff **Approved 9-12-2013**
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 **Approved 9-12-2013**
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 **Approved 9-12-2013**
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 **Approved 9-12-2013**
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.
10. Approval: Change in Assignment Support Staff **Approved 9-12-2013**
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 **Approved 9-12-2013**
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 **Approved 9-12-2013**
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.

Dr. Brian Repici presented Item(s) # 7A: 13, 16 for approval.

On the motion of Mr. Jay McMullin, seconded by Mrs. Jenn Storer, Item(s) # 7A: 13, 16: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Jay McMullin, Dr. Mark Schmitz, Mr. Ben Zanghi

ABSENT – Dr. Joyce Ellis, Mr. Lou Johnston, Mrs. Dawn Leary, Mrs. Jenn Storer

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 **Approved 9-12-2013**
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 **Approved 9-12-2013**
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.
16. Appointment Presenters for the Tips & Treats
The Superintendent recommends the appointment of the employees listed on the attached schedule to serve as presenters for the Tips & Treats Workshop for September, October and November 2013. Details are shown on SCHEDULE P.

Dr. Brian Repici presented Item(s) # 7A: 17, 18, 19, 21 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mr. Ben Zanghi, Item(s) # 7A: 17, 18, 19, 21: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Jay McMullin, Dr. Mark Schmitz, Mr. Ben Zanghi

ABSENT – Dr. Joyce Ellis, Mr. Lou Johnston, Mrs. Dawn Leary, Mrs. Jenn Storer

17. Request Revised Return to Work Date (Leave of Absence)
The Superintendent requests Board of Education approval for revised return to work date for M. Mulvan, an Instructional Aide at Highland High School, was approved for a Leave of Absence without pay on February 21, 2013. Her return to work date has been changed to January 15, 2014.
18. Appointment: Title IIA Strong Model Super-User
The Superintendent recommends the appointment of the Title IIA 2013-2014 Strong Model Super-User at Triton for the school year 2013-2014. Details of the assignment and salary are shown on SCHEDULE Q.
19. Appointment: Revised Title IA Math and Language Arts Literacy Tutoring
The Superintendent recommends the appointment of the revised Title IA Math and Language Arts Literacy Tutoring for the school year 2013-2014. Details of the assignment and salary are shown on SCHEDULE R.
20. Appointment: Title IA Parent Liaison for Triton **Hold for October 10, 2013**
The Superintendent recommends the appointment of the Title IA Parent Liaison for the school year 2013-2014. Details of the assignment and salary are shown on SCHEDULE S.
21. Appointment: Title I Night Counselors at Highland and Triton
The Superintendent recommends the appointment of the revised Title IA Math and Language Arts Literacy Tutoring for the school year 2013-2014. Details of the assignment and salary are shown on SCHEDULE T.

Dr. Brian Repici presented Emergency Item(s) # 7A: 22 for approval.

On the motion of Dr. Mark Schmitz, seconded by Mr. Ben Zanghi, Item(s) # 7A: 22: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Jay McMullin, Dr. Mark Schmitz, Mr. Ben Zanghi

ABSENT – Dr. Joyce Ellis, Mr. Lou Johnston, Mrs. Dawn Leary, Mrs. Jenn Storer

22. Twilight Alternative Program

The Superintendent has recommended we rescind the appointment of A. Williams as Counselor of the Twilight Alternative Program.

B. ATHLETICS *Nothing to Report*

C. POLICY

Dr. Brian Repici presented Item(s) # 7C: 1, 2 for approval.

On the motion of Mr. Ben Zanghi, seconded by Dr. Mark Schmitz, Item(s) # 7C: 1, 2: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Jay McMullin, Dr. Mark Schmitz, Mr. Ben Zanghi

ABSENT – Dr. Joyce Ellis, Mr. Lou Johnston, Mrs. Dawn Leary, Mrs. Jenn Storer

1. First Reading – Policies/Regulations

Policies	Regulations
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)

P5533 Pupil Smoking

R5300 Automated External Defibrillators
(AEDs)

P7474 Smoking in School Buildings and on School Grounds

H. MISCELLANEOUS

Dr. Brian Repici presented Item(s) # 7H: 1, 2, 3, 4, 5 for approval.

On the motion of Mrs. Pat Wilson, seconded by Dr. Mark Schmitz, Item(s) # 7H: 1, 2, 3, 4, 5: APPROVED

Roll Call Vote

YES – Mr. Kevin Bucceroni, Mrs. Pat Wilson, Mr. Jay McMullin, Dr. Mark Schmitz, Mr. Ben Zanghi

ABSENT – Dr. Joyce Ellis, Mr. Lou Johnston, Mrs. Dawn Leary, Mrs. Jenn Storer

1. Special Education – Out of District Placements 2013-14 **Approved 9-12-2013**

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

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.

5. Quality Single Accountability Continuum (QSAC) district performance review (DPR)

Black Horse Pike Regional School District has been designated as high performing. Details are shown on SCHEDULE U. 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
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

Mr. Bucceroni asked for public comment. Mr. Bill Murray suggested that the Triton Band march in the September 28th VFW parade. On the motion of Mr. Jay McMullin, seconded by Mr. Ben Zanghi, the Board meeting adjourned at 7:35 pm.

Respectfully submitted,

Jean Grubb
Business Administrator/Board Secretary