

PENNSAUKEN TOWNSHIP PUBLIC SCHOOLS
Board of Education Administration Building
1695 Hylton Road, Pennsauken, New Jersey 08110

BOARD OF EDUCATION SPECIAL MEETING
Thursday March 14, 2019
6:00 P.M.

CALL TO ORDER

Advanced written notice of this meeting of the Pennsauken Township Board of Education was transmitted to the Courier Post and the Burlington County Times. Notice transmitted in the legal notice section of the Courier Post and the Burlington County Times stating the time, date, location and that formal action may be taken at that time. Notice was also posted with the Township Clerk.

As President, I declare this to be a legal meeting of the Board of Education.

ROLL CALL

Board Member	Present	Absent
President: Mr. Perry	X	
Vice President: Ms. Johnson	X	
Mr. Bortnowski	X	
Mr. Hurley		X
Mrs. James	X	
Mr. Jarbough-Rafeh	X	
Mr. La Vine	X	
Mr. Viera	X	
Mrs. Young	X	

Also in attendance:

	Present	Absent
Superintendent of Schools: Dr. Tarchichi	X	
School Business Administrator/Board Secretary: Mr. Ogunkanmi	X	
Director of Elementary Education: Mr. Logan	X	
Assistant School Business Administrator: Mr. Duane	X	
Board Solicitor: Mr. Li		X

FLAG SALUTE

- Moment of Silence

PUBLIC COMMENT – AGENDA ITEMS ONLY

The Pennsauken Township Board of Education recognizes that the schools are the concern of all members of the community. With this in mind, the Board of Education welcomes and solicits input from the public and has allocated a total of twenty (20) minutes for public comments. During board meetings, members of the community are afforded an opportunity to express their views. It does, however, respectfully suggest that citizens attempt to resolve concerns by speaking directly to school administrators before bringing it to the Board. **Further, the Board asks that citizens who choose to speak at a public board meeting be reminded that comments should always be respectful, non-defamatory and should maintain the level of decorum appropriate for a meeting of a public body.** Individuals with an interest in the functions or duties of the Board are invited to speak a maximum of two (2) minutes on any one issue. You are required to give your name and address before speaking.

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

OPEN PUBLIC COMMENT

MOTION BY: Mrs. Young

SECOND BY: Ms. Johnson

MOTION: Carried

- **No Public Comment**

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

CLOSE PUBLIC COMMENT

MOTION BY: Mrs. Young

SECOND BY: Ms. Johnson

MOTION: Carried

ITEMS FOR BOARD OF EDUCATION APPROVAL

PERSONNEL

1. **RECOMMEND** the Pennsauken Board of Education approve the following appointment(s):

Item	Name	Position	Date	Loc	Salary	Interview Committee	Replaces	Account
B	Erica Sanchez	Substitute Custodian	3/15/19	DIS	\$10/hour	Frank Warwick, David Wagner	New Position	11-000-262-100-000-000-99
C	Gabrielle Richardson	Substitute Custodian	3/15/19	DIS	\$10/hour	Frank Warwick, David Wagner	New Position	11-000-262-100-000-000-99
D	Kevin Hassall	Substitute Custodian	3/15/19	DIS	\$10/hour	Frank Warwick, David Wagner	New Position	11-000-262-100-000-000-99

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

APPROVE SPECIAL MEETING AGENDA ITEM: 1

MOTION BY: Mrs. Young

SECOND BY: Ms. Johnson

MOTION: Carried

BUSINESS & FINANCE

- **DISCUSSION OF THE 2019-2020 SCHOOL DISTRICT BUDGET**

2. **RECOMMEND** the Pennsauken Board of Education approve the 2019-2020 Pennsauken Township School District budget submission to the County Office of Education as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$104,612,611.00	\$40,284,472.00
Special Revenue Fund	\$4,796,535.00	
Debt Service Fund	\$1,705,578.00	<u>\$1,280,727.00</u>
Reserve Transfer	<u>\$5,000,000.00</u>	
Totals	\$116,114,724.00	\$41,565,199.00

3. **RECOMMEND** the Pennsauken Board of Education approve the following resolution:

WHEREAS N.J.A.C. 6A:23A-7.3(a) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2019-2020 school year; and

NOW THEREFORE BE IT RESOLVED, that the Pennsauken Board of Education hereby establishes the school district travel maximum for the 2019-2020 school year at the sum of \$70,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

4. **RECOMMEND** the Pennsauken Board of Education approve the following resolution:

WHEREAS N.J.A.C. 6A:23A – 5.2 requires the Pennsauken Township Board of Education to establish maximum annual dollar items during budget preparation for dissemination of public information.

AND WHEREAS the Pennsauken Board of Education recognizes its responsibility to dissemination information to parents and the community in an efficient and timely manner.

NOW THEREFORE BE IT RESOLVED, the Pennsauken Board of Education establishes a budget maximum for dissemination of public information of \$50,000.

5. **RECOMMEND** the Pennsauken Board of Education approve the following resolution authorizing the use of capital reserve funds to pay a portion of the costs of a capital improvement project; authorizing appropriate officials to undertake certain actions in connection therewith; and taking certain actions related thereto

WHEREAS, The Board of Education of the Township of Pennsauken ("Board" when referring to the governing body and "School District" when referring to the legal entity governed by the Board), in the County of Camden, New Jersey ("State"), has, after much research and investigation, determined to undertake a capital improvement program project consisting of: (i) two additional classroom construction at Baldwin; (ii) metal detector for Burling Alternative School; (iii) security cameras in all Elementary Schools/Alternative; (iv) electric generator installation at Administration Building; (v) equipment purchase for Grounds/Maintenance; (vi) two trucks for Grounds/Maintenance; (vii) the completion of such other work and improvements and acquisition of furniture, fixtures and equipment as may be necessary therefore or related to completion of the aforementioned capital improvement program; all as further described in the information prepared in connection therewith and on file in the offices of the Business Administrator/Board Secretary (collectively, the "Project"); and

WHEREAS, the School District is authorized by, *inter alia*, N.J.A.C. 6A:23-14.1 *et seq.*, as amended and supplemented (collectively, the "Capital Reserve Law"), to transfer funds from its Capital Reserve Account to the Capital Projects Fund to fund the costs of a capital project; and

WHEREAS, the School District is considering paying for a portion of the Project with funds transferred from its Capital Reserve Account in an amount not to exceed \$3,000,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF PENNSAUKEN, IN THE COUNTY OF CAMDEN, NEW JERSEY, AS FOLLOWS:

Section 1. The Business Administrator/Board Secretary is hereby authorized and directed to withdraw funds from the School District's Capital Reserve Fund in an amount not to exceed \$3,000,000.00 for the purpose of paying for a portion of the costs of the Project.

Section 2. All actions heretofore taken and documents prepared or executed by the Board, Superintendent of Schools, Business Administrator/Board Secretary, Solicitor, Auditor and Special Counsel in connection with the Project and the payment thereof are hereby authorized, ratified and confirmed.

Section 3. All resolutions or parts thereof, inconsistent herewith are hereby repealed and rescinded to the extent of any such inconsistency.

Section 4. This resolution shall become effective immediately upon adoption this 14th day of March, 2019.

6. **RECOMMEND** the Pennsauken Board of Education approve the following resolution authorizing the use of maintenance reserve funds to pay a portion of the costs of a maintenance improvement project; authorizing appropriate officials to undertake certain actions in connection therewith; and taking certain actions related thereto

WHEREAS, The Board of Education of the Township of Pennsauken ("Board" when referring to the governing body and "School District" when referring to the legal entity governed by the Board), in the County of Camden, New Jersey ("State"), has, after much research and investigation, determined to undertake a maintenance improvement program project consisting of: (i) four buildings gyms mercury abatement/reconstruction projects (Delair, Fine, Intermediate and High School)

WHEREAS, the School District is authorized by, *inter alia*, N.J.A.C. 6A:23-14.2 *et seq*, as amended and supplemented (collectively, the "Maintenance Reserve Law"), to transfer funds from its Maintenance Reserve Account to the Capital Projects Fund to fund the costs of a maintenance project; and

WHEREAS, the School District is considering paying for a portion of the Project with funds transferred from its Maintenance Reserve Account in an amount not to exceed \$2,000,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF PENNSAUKEN, IN THE COUNTY OF CAMDEN, NEW JERSEY, AS FOLLOWS:

Section 1. The Business Administrator/Board Secretary is hereby authorized and directed to withdraw funds from the School District's Maintenance Reserve Fund in an amount not to exceed \$2,000,000.00 for the purpose of paying for a portion of the costs of the Project.

Section 2. All actions heretofore taken and documents prepared or executed by the Board, Superintendent of Schools, Business Administrator/Board Secretary, Solicitor, Auditor and Special Counsel in connection with the Project and the payment thereof are hereby authorized, ratified and confirmed.

Section 3. All resolutions or parts thereof, inconsistent herewith are hereby repealed and rescinded to the extent of any such inconsistency.

Section 4. This resolution shall become effective immediately upon adoption this 14th day of March, 2019.

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

APPROVE SPECIAL MEETING AGENDA ITEM: 2 - 6

MOTION BY: Mrs. Young

SECOND BY: Mr. Jarbough-Rafeh

MOTION: Carried

7. **RECOMMEND** the Pennsauken Board of Education award the bid for IFB#2019-033 Baldwin Early Childhood Learning Center Window Replacement in which advertised bids were received, opened and read on March 7, 2019 at 3:00 pm for the 2018-19 school year; and

WHEREAS the vendor listed herein submitted the lowest, responsible bid in conformance with the specifications in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq. and based on recommendation by Garrison Architects and attorney review;

Contractor	Address	Total Base Bid	Alternate #1
Levy Construction Company, Inc.	Audubon, NJ	\$576,600.00	\$66,600.00
ACCT#30-000-400-450-000-713-00 Total Base Bid			\$576,600.00
ACCT#12-000-400-931-000-000-00 Alternate #1			\$ 66,600.00
(Windows for future Baldwin addition – Non Bond Project 19/20 SY)			
TOTAL AMOUNT			\$643,200.00

NOW, THEREFORE BE IT RESOLVED, that the Pennsauken Board of Education award for Baldwin Early Childhood Learning Center Window Replacement to the above named bidder, in the amount and accounts noted, contingent upon sufficient funds.

Other Bidders: Garozzo & Schimeca Base Bid: \$642,950.00 Alternate #1: \$64,800.00

NOTE: The project is scheduled to be completed by August 23, 2019.

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

APPROVE SPECIAL MEETING AGENDA ITEM: 7

MOTION BY: Mrs. Young

SECOND BY: Mr. Jarbough-Rafeh

MOTION: Carried

PUBLIC COMMENT – AGENDA ITEMS ONLY

The Pennsauken Township Board of Education recognizes that the schools are the concern of all members of the community. With this in mind, the Board of Education welcomes and solicits input from the public and has allocated a total of twenty (20) minutes for public comments. During board meetings, members of the community are afforded an opportunity to express their views. It does, however, respectfully suggest that citizens attempt to resolve concerns by speaking directly to school administrators before bringing it to the Board. **Further, the Board asks that citizens who choose to speak at a public board meeting be reminded that comments should always be respectful, non-defamatory and should maintain the level of decorum appropriate for a meeting of a**

public body. Individuals with an interest in the functions or duties of the Board are invited to speak a maximum of two (2) minutes on any one issue. You are required to give your name and address before speaking.

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

OPEN PUBLIC COMMENT

MOTION BY: Mrs. Young

SECOND BY: Ms. Johnson

MOTION: Carried

- **No Public Comment**

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

CLOSE PUBLIC COMMENT

MOTION BY: Mrs. Young

SECOND BY: Ms. Johnson

MOTION: Carried

EXECUTIVE SESSION OF THE BOARD OF EDUCATION

BE IT RESOLVED by the Board of Education of the Township of Pennsauken that it adjourn to

Executive Session as prescribed under the “Sunshine Law”, if necessary, in order to discuss legal issues, contracts and personnel issues. Any discussion held by the Board of Education that need not remain confidential will be made public. Matters under discussion will not be disclosed to the public until the need for confidentiality no longer exists.

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

WHEREAS, the Pennsauken 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 regular meeting of the Pennsauken Board of Education will reconvene at the conclusion of closed session, at approximately ____ p.m. this evening.

NOW, THEREFORE, BE IT RESOLVED that the Pennsauken Board of Education will convene into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

____A matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public. (Provision relied upon: _____)

____A matter in which the release of information would impair a right to receive funds from the federal government.

____A 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.

_____A collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in a collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body. (Specify contract: _____)

_____A 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.

_____Tactics and techniques utilized in protecting the safety and property of the public whose disclosure could impair such protection.

_____An investigation of violations or possible violations of the law.

_____A pending or anticipated litigation or contract negotiation in which the public body is or may become a party, or a matter 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. (If pending or anticipated litigation, the matter is: _____)

_____A 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 meeting. The nature of discussion is _____ and the employee(s) involved has been provided the required notice and has not requested the discussion be held in open session.

_____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.

AND BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education 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; and

BE IT FURTHER RESOLVED that the 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.

TOPICS:

1. PERSONNEL

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

CLOSE SPECIAL MEETING

MOTION BY: Mrs. Young

SECOND BY: Ms. Johnson

MOTION: Carried

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

OPEN EXECUTIVE SESSION

MOTION BY: Mrs. Young

SECOND BY: Ms. Johnson

MOTION: Carried

RECOMMEND the Pennsauken Board of Education approve to hold the Pennsauken High School 2018-2019 Graduation Ceremony inside at the high school gym.

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

APPROVE EXECUTIVE SESSION ITEM

MOTION BY: Mrs. Young

SECOND BY: Ms. Johnson

MOTION: Carried

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

OPEN BUSINESS MEETING

MOTION BY: Mrs. Young

SECOND BY: Ms. Johnson

MOTION: Carried

TIME: 6:50 p.m.

MOTION TO ADJOURN

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Mr. Bortnowski	X			Mr. La Vine	X		
Mr. Hurley				Mr. Perry	X		
Mrs. James	X			Mr. Viera	X		
Mr. Jarbough-Rafeh	X			Mrs. Young	X		
Ms. Johnson	X						

ADJOURN SPECIAL MEETING

MOTION BY: Mrs. Young

SECOND BY: Ms. Johnson

MOTION: Carried

TIME: 6:56 p.m.