



# PALMYRA BOARD OF EDUCATION

## PALMYRA, NJ 08065

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Brian J. McBride, Ed.D.  
Superintendent of Schools

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William R. Blatchley  
Business Administrator/  
Board Secretary

***Vision:*** Palmyra School District's teachers and community inspire all learners to excel, empowering students from our small and diverse community to change the world.

***Mission:*** The mission of Palmyra School District is to develop critical thinkers, creative achievers, and compassionate community members. We foster a learning environment that embraces equity for all students while nurturing individual academic success and growth!

+Document Provided  
\*Added after meeting notice

### OCTOBER 12, 2022 AGENDA

1 Call to Order

The Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend meetings of the public bodies, at which time any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Palmyra Board of Education has caused notice of this meeting to be published by having the date, time, place and purpose thereof posted at Palmyra Borough Hall, the Palmyra Post Office, Charles Street School, Palmyra Middle & High School and the Board Offices, and mailed to the Palmyra Borough Clerk, Burlington County Times, and the Courier Post, on **October 7, 2022**.

2 Moment of Silent Meditation

3 Salute to the Flag

4 Roll Call

Sean Toner  
Amy Austin  
Kate Allen-Yoakum  
Laurie Beck  
Judy Belton  
Erica Campbell  
James Dickinson  
John Liebe  
Mark Russell  
Olivia Ottenbreit, Student Representative  
Leah Falicki, Riverton Representative  
Beverly Representative

5 Presentations

5.01 Students of the Month

6 Closed Session

WHEREAS, N.J.S.A. 10:4-6, et. Seq. (Open Public Meetings Act) provides that the Palmyra Board of Education may exclude the public from that portion of the meeting at which the Board of Education discusses certain matters as set forth in N.J.S.A. 10:4-12; and

WHEREAS, the 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 Board of Education will reconvene following the end of the closed session, approximately **20 minutes** this evening

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

- 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
- 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
- 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
- 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 in 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

BE IT FURTHER RESOLVED that the afore stated meeting shall be closed to the public for the reasons set forth above, in accordance with the OPEN PUBLIC MEETINGS ACT and that the discussion in closed session will be disclosed to the public at such time as it is no longer necessary to maintain the confidential nature of the items discussed.

**Voice Vote by Full Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: \_\_\_\_\_

Return from Closed Session

**Voice Vote by Full Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: \_\_\_\_\_

7 Reports

- 7.01 Superintendent
  - NJSLA Data Presentation
- 7.02 Board Committees
  - 7.02a Policy & Curriculum
  - 7.02b Finance & Physical Plant
  - 7.02c Human Resources & Negotiation
  - 7.02d Strategic Planning
  - 7.02e Executive
- 7.03 Sending District Reports
  - 7.03a Beverly
  - 7.03b Riverton
- 7.04 Student Representative

8 Correspondence – none

9 Public Forum for Agenda Items

The Board, pursuant to the Open Public Meetings Act, is providing an opportunity for the Board to hear the public's concerns. The Board will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting. If appropriate, the Superintendent will respond to your questions and concerns at a future time. We take your concerns and questions very seriously and want to have sufficient time to allow our administration to process and research issues, if need be.

Pursuant to Board Policy, the public comment portion of our meeting shall be limited to 30 minutes. In the event that the number of speakers will not be accommodated in 30 minutes, the Board President may limit each speaker to 3 minutes, in order to give everyone the opportunity to speak.

No member of the public may speak more than once on a given topic until all others who wish to speak have been heard.

We ask all speakers and members of the public show respect for other's views and maintain civility during the meeting.

10 Consent Agenda Reports

- 10.01 BE IT RESOLVED that the following reports are hereby accepted and approved
  - 10.01a +Enrollment Report – September 2022
  - 10.01b +Health Report – September 2022
  - 10.01c +HIB/SSDS Report – September 2022
  - 10.01d +Fire & Safety Drills – September 2022
  - 10.01e +Bill List – August 31, 2022
  - 10.01f +Board Secretary Report and the Treasurer Report for August 31, 2022 which have been found to be in agreement
  - 10.01g +Transfer Report – August 31, 2022
  - 10.01h +Student Activity Account Report - August 31, 2022
  - 10.01i +Minutes of the Regular Meeting – September 14, 2022
  - 10.01j Volunteers, pending criminal history background checks:
    - Evelin Morales, marching band 2022-2023
    - Paula Rooney, marching band 2022-2023

11 Old Business – none

12 Policy and Curriculum

- 12.01 BE IT RESOLVED that the following Policy and Curriculum actions are hereby approved as recommended by the Superintendent:
- 12.01a +Accept the 2022-2023 Paraprofessional SOA
  - 12.01b +Approve the District Nursing Services Plan for 2022-2023
  - 12.01c +Approve changes to job description D 21.2 Manager, Information Systems and Data Analysis
  - 12.01d Approve the Palmyra School District Green Team for the 2022-2023 school year consisting of representatives from each of the three schools and PEA representation.
  - 12.01e Approve the MOA between the Palmyra Board of Education and the Palmyra Borough Police Department for the 2022-2023 school year
  - 12.01f Approve the MOU between the Palmyra Board of Education and the Palmyra Borough Police Department for Access to Live Stream Video for the 2022-2023 school year

- 12.02 BE IT RESOLVED that the following Policy and Curriculum actions are hereby approved as recommended by the Superintendent:

- 12.02a +Approve the following field trip(s):
  - German Club to Collingswood HS Oktoberfest, 10/20/2022
- 12.02b +Approve the following fundraisers with all money raised going toward the club, team, or organization unless otherwise specified:
  - German Club/German NHS, gummy bear sales in Room 13 from 10/3 to 12/2/2022
  - German Club/German NHS, dress down day for PMS/PHS on 11/18/2022
  - German Club/German NHS, bake sales in Room 13, every other Wednesday beginning in October 2022
  - Class of 2025, Fritz Bakery Sticky Bun Sale, 10/17 to 10/28/22, toward Senior Trip
  - Class of 2023, Dress Down Day, 12/23/2022 at PMS/PHS
  - Interact Club, Dress Down Day, 12/9/2022 at PMS/PHS
  - PHSFEE, 50/50s during PHS football games on 9/30 and 10/15, for Casino Night fundraiser with all proceeds donated to PHS

- 12.03 BE IT RESOLVED that the following Policy and Curriculum actions are hereby approved as recommended by the Superintendent:

- 12.03a Student #5422854136 and student #9158536402 are not eligible to attend school in the Palmyra School District since there is no proof that they are domiciled in Palmyra, despite being served with a Notice of Initial Determination of Ineligibility dated September 22, 2022 that outlined the reasons for the determination of lack of residency/domicile, and they are ineligible to continue to attend the schools of the District pursuant to N.J.S.A. 18A:38-1(a) based on the failure to provide residency/domicile information indicating residence within the legal boundaries of Palmyra;

Therefore, in accordance with N.J.S.A. 18A:38-1(a) and Palmyra Board of Education Policy 5111 - Eligibility of Resident/Nonresident Students, student #5422854136 and student #9158536402 are deemed ineligible and are to be removed from the rolls of the Palmyra School District on November 2, 2022 unless they are either withdrawn from the district prior to that date or file an appeal with the New Jersey Commissioner of Education regarding the Board's determination of ineligibility within 21 days of their Notice of Final Ineligibility, which is dated October 12, 2022.

### 13 Business, Finance and Operations

#### 13.01 CERTIFICATION

Pursuant to NJAC 6:20-2.13(e), we certify that as of August 31, 2022, 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 account or fund has been over expended in violation of NJAC 6A:23-A-16.10(c) 3 & 4, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

13.02 BE IT RESOLVED that the following Business, Finance and Operations actions are hereby approved as recommended by the Superintendent:

13.02a To enter into cooperative student transportation parental agreement between Palmyra Public Schools and Shannon Morlock (Route PC-1) for the 2022-2023 school year in an amount not to exceed \$5,000.00.

13.02b To enter into a contract with the TENE0 Group LLC of Washington D.C. to provide Managed Detection and Response, Email and Web Protection services for a sum not exceed \$42,902.80

13.03 BE IT RESOLVED that the following Business, Finance and Operations actions are hereby approved as recommended by the Superintendent:

13.03a +Approve and authorize to submit the Comprehensive Maintenance Plan and M-1 Report for the 2022-2023 school year

13.03b +Approve and authorize to submit the Health and Safety Evaluation of School Buildings Checklist for PHS, DAS, and CSS for the 2022-2023 school year

13.03c +Approve and authorize to submit the Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms Renewal application for the 2022-2023 school year

13.04 BE IT RESOLVED that the following business, financial and operational actions are hereby approved as recommended by the Superintendent

13.04a Approve the following student placements:

- Student #3909122855, BCSSSD, 9/6/22 TO 6/19/23, \$55,892.00 tuition
- Student #8669057937, BCSSSD 9/6/22 to 6/19/23, \$44,203.00 tuition
- Student #5593188141, BCSSSD 9/6/22 to 6/19/23, \$46,804.00 tuition
- Student #1296010668, BCSSSD 9/6/22 to 6/19/23, \$43,371.00 tuition
- Student #6959467097, BCSSSD 9/6/22 to 6/19/23, \$55,892.00 tuition
- Student #5198151719, BCSSSD 9/6/22 to 6/19/23, \$55,892.00 tuition
- Student #2543505614, BCSSSD 9/6/22 to 6/19/23, \$55,892.00 tuition
- Student #1218282545, BCSSSD 9/6/22 to 6/19/23, \$55,892.00 tuition
- Student #1218282545, Hampton Academy 9/8/22 to 6/30/23, \$75,576.60 tuition
- Student #7710652979, Haddon Heights, 9/1/22 to 6/30/23, \$52,500.00 tuition
- Student #4153691830, Maple Shade, 9/6/22 to 9/16/23, \$826.02 tuition
- Student #5903030837, Cinnaminson, 9/6/22 to 6/15/23, \$91,149.60 tuition
- Student #5849086208, Cinnaminson, 7/5/22 to 8/4/22, \$5,277.68 tuition (ESY)
- Student #5849086208, Cinnaminson, 9/6/22 to 6/15/23, \$90,622.70 tuition
- Student #5251975447, Cinnaminson, 7/5/22 to 8/4/22, \$3,308.42 tuition (ESY)
- Student #5251975447, Cinnaminson, 9/6/22 to 6/15/23, \$27,445.10 tuition

#### 14 Personnel

14.01 BE IT RESOLVED that the following personnel actions are hereby approved as recommended by the Superintendent

14.01a Approve Jennifer McCoy and Katherine Futia to share the advisor position to the PHS Book Club (vacant due to resignation of M. Wittle) and split the stipend for the 2022-2023 school year.

14.01b +Approve Aiden Haines for the position of IT Specialist, effective October 1, 2022, at an annual salary of \$39,000.00 pro-rated

14.01c Approve the following staff members to receive a stipend of \$2,432.12 for teaching one additional subject area (prep) for the 2022-2023 school year:

- Katie DeMarco
- Katie Salvo – pro-rated for half year
- 14.01d Approve the following staff member for the PHS I&RS team for 2022-2023
  - Karyn Frengs
- 14.01e Tuition Reimbursement
  - Lauren Schmidt, ELMP7768 Technology for Administrators, Seton Hall University,
  - 10/16/2022 to 12/18/2022, per current Collective Bargaining Agreement
- 14.01f Approve the following personnel to complete graduate work at Stockton University in conjunction with the ECHS program and fully-funded through the OMIC Grant:
 

<ul style="list-style-type: none"> <li>• Devon Murtagh</li> <li>• Kelly Jones</li> <li>• Alex Torrence</li> </ul>	<ul style="list-style-type: none"> <li>• Christine Nevitt</li> <li>• Luke Ambrose</li> <li>• Jeremy Nevitt</li> </ul>
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- 14.01g Approve the following personnel for the Palmyra Green Team
 

<ul style="list-style-type: none"> <li>• Brian J. McBride</li> <li>• Florencia Norton</li> <li>• Peter Lutchko</li> <li>• Lisa Sabo</li> <li>• Jared Toscano</li> <li>• Ken Holloway</li> </ul>	<ul style="list-style-type: none"> <li>• Octavia Lee</li> <li>• Mary Del Rossi-Bishop</li> <li>• Ronald Holt</li> <li>• Devon Murtagh</li> <li>• Matthew Bowen</li> <li>• Karla O'Connell</li> </ul>
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**Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

15 Policy and Curriculum – PreK-8

15.01 BE IT RESOLVED that the following Policy and Curriculum actions affecting grades PK-8 only are hereby approved as recommended by the Superintendent:

15.01a +Approve the following fundraisers with all money raised going toward the club, team, or organization unless otherwise specified:

- CSS PBIS to hold monthly pretzel sales to defray the cost of prizes, incentives and other needs of the program
- Palmyra PTS, Charleston Wrap sale, 10/3 to 10/17/2022

15.01b +Approve the following field trip(s):

- Kindergarten to visit Indian Acres Farm in Medford, October 20, 2022

16 Personnel – PreK-8

16.01 BE IT RESOLVED that the following personnel actions affecting grades PK-8 only are hereby approved as recommended by the Superintendent:

16.01a +Approve maternity leave for employee #78526910 as follows:

- November 14, 2022 through January 10, 2023 – paid leave
- January 11, 2023 through April 5, 2023 – unpaid leave, benefits in place

16.01b +Approve the following staff members for the School Based Management Team for the 2022-2023 school year

- Victoria Berenato
- Stacy Pogoda

16.01c +Approve the following changes to the CSS Extra-Curricular Advisors:

- Mary Del Rossi-Bishop, Central Detention, (replacing Amanda Milewski)
- Colin Cross, Environmental Club (replacing Kristen Holcomb)

16.01d +Accept a letter of resignation from Maria Keefe, MS Science teacher, effective 11/27/2022

16.01e +Appoint Margaret Schweikert as a MS Science teacher, at a salary of \$60,170.00 (MA, Step 2) pro-rated to reflect a start date of 12/1/2022 pending criminal history background check and district employment paperwork

- 16.01f Approve Margaret Schweikert as a substitute teacher starting now through 11/30/2022
- 16.01g +Appoint Elsa Svekla as a Bilingual teacher for the 2022-2023 school year, at a salary of \$55,795.00 (BA, Step 1), pro-rated to reflect a start date of 10/1/2022
- 16.01h Approve Barbra Webb as a mentor for Elsa Svekla for the 2022-2023 school year
- 16.01i +Approve Jonathan Nault, previously appointed as a part-time paraprofessional, as a part-time Preschool Paraprofessional at a salary of \$13,845.00 (Step 1) pro-rated to reflect a start date of 10/1/2022, background check and employment paperwork on file
- 16.01j +Appoint Keema Hunt as a part-time Preschool Paraprofessional at a salary of \$13,845.00 pro-rated to reflect a start date of 10/1/2022, pending criminal history background check and district employment paperwork
- 16..01k +Appoint Shyla Thompson-Bell as a part-time Preschool Paraprofessional at a salary of \$13,845.00 pro-rated to reflect a start date of 10/1/2022, pending criminal history background check and district employment paperwork
- 16.01l Approve the following staff member for the PMS I&RS team for 2022-2023
  - Donica Sico
- 16.01m +Accept the resignation of Christopher Tracey, Middle School BSI teacher, effective October 31, 2022
- 16.01n +Approve the voluntary transfer of Kristin Tyler from Elementary School teacher to Middle School BSI teacher effective October 17, 2022.

**Roll Call Vote Palmyra Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

17 Public Forum for Additional Topics

The Board, pursuant to the Open Public Meetings Act, Is providing an opportunity for the Board to hear the public’s concerns. The Board will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting. If appropriate, the Superintendent will respond to your questions and concerns at a future time. We take your concerns and questions very seriously and want to have sufficient time to allow our administration to process and research issues, if need be.

Pursuant to Board Policy, the public comment portion of our meeting shall be limited to 30 minutes. In the event that the number of speakers will not be accommodated in 30 minutes, the Board President may limit each speaker to 3 minutes, in order to give everyone the opportunity to speak.

No member of the public may speak more than once on a given topic until all others who wish to speak have been heard.

We ask all speakers and members of the public show respect for other’s views and maintain civility during the meeting.

- 17.01 Recognition of members of the Public
- 17.02 Recognition of members of the Board

18 Adjournment

**Voice Vote by Full Board**

Motion: \_\_\_\_\_  
 Second: \_\_\_\_\_  
 Vote: \_\_\_\_\_  
 Time: \_\_\_\_\_