



# PALMYRA BOARD OF EDUCATION PALMYRA, NJ 08065

V2

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

Administrative Office  
301 Delaware Avenue  
856-786-9300  
FAX: 856-829-9638

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

## NOVEMBER 9, 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 November 4, 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

- 5.02 Nutri-Serve Presentation
- 5.03 State of the District by Dr. Brian McBride, Superintendent

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
- X \_\_\_\_\_ 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
- 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 – October 2022
- 10.01b +Health Report – October 2022
- 10.01c +HIB/SSDS Report – October 2022
- 10.01d +Fire & Safety Drills – October 2022
- 10.01e +Bill List – 9/30/2022 through 10/31/2022
- 10.01f +Board Secretary Report and the Treasurer Report for September 30, 2022 which have been found to be in agreement
- 10.01g +Transfer Report – 9/30/2022
- 10.01h +Student Activity Account Report – 9/30/2022
- 10.01i +Minutes:
  - October 12, 2022, regular meeting
  - October 20, 2022, special meeting
- 10.01j +Approve Professional Development and Travel for the following staff members:
  - Brian McBride, ECHC-CTE Conf, Denver, 3/13 – 3/17/2023, no cost to district - funded through OMIC grant
  - Jared Toscano, ECHC-CTE Conf, Denver, 3/13 – 3/17/2023, no cost to district - funded through OMIC grant
  - Kathryn Bove, SJCDA Audition Day at Clearview Regional, \$23.50 travel

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 +Approve the following revised policies:

- P 2415.50 Palmyra School District Title-School and Family Engagement, new-1<sup>st</sup> reading
- P 2421 Career and Technical Education, revised
- R5513 Care of School Property, revised

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

12.02a +Approve the Student Success Profile

12.02b +Approve the Palmyra School District Equity Audit of District's ELA Program to be conducted by In Flight, LLC at a cost of \$20,000.00 funded through SIA Grant

12.02c +Approve Inspired Instruction, LLC as an educational coaching service in the areas of K-12 ELA, Math and ELL instruction at a cost of \$78,000.00 funded through ARP Grant

12.02d +Approve Teacher Coach LLC to provide personal growth and PD support for the district at a cost of \$7,000.00 funded through ESSR II Grant

12.02e Approve Mr. Tony Novak, CPA, as a guest speaker in Mr. Dyl's classes during the 2022-2023 school year

12.02f Approve the 3 Year Preschool Operational Plan for 2023-2026

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

12.03a +Approve the following fundraisers with all money raised going toward the club, team, or organization unless otherwise specified:

- Palmyra Arts Boosters, Dine & Donate, Milanese/Riverton, 11/22/2022, funds to support the arts programs at PHS
- Palmyra Arts Boosters, water & pretzel sales at PHS Winter Concert, funds to support the arts programs at PHS
- Spanish NHS, bake sales 11/21/2022, 12/19/2022, 1/31/2023, 2/20/2023, 3/20/2023, 4/24/2023, 5/22/2022
- Spanish NHS, Yuda Band sales, 12/3 to 12/20/2022, money raised used to sponsor students in Latin America for their school tuition

12.03b +Approve the following fieldtrip(s):

- Spanish NHS, 12/9/2022, Deptford Mall to wrap gifts for the Ronald McDonald House

13 Business, Finance and Operations

13.01 CERTIFICATION

Pursuant to NJAC 6:20-2.13(e), we certify that as of September 30, 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, financial and operational actions are hereby approved as recommended by the Superintendent:

13.02a Accept the donation of an *Olds* brand French Horn from the Blatz family

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

13.03a Approve the following student placements:

- Student #1039262732, BCSSD Westampton, 10/7/2022 to 6/19/2023 \$55,892.00
- Student #6965833864, Burlington Twp., 7/5/2022 to 6/22/2023 \$23,648.00 regular tuition, \$34,765.20 reg. year 1:1, \$1,400.00 ESY tuition, \$3,862.80 ESY 1:1
- Student #9589882310, Edgewater Park, 9/7/2022 to 6/30/2023, \$14,088.00
- Student #1916316956, Edgewater Park, 9/7/2022 to 6/30/2023, \$14,088.00
- Student #9322543542, Edgewater Park, 9/7/2022 to 6/30/2023, \$14,169.00
- Student #9870573034, Katzenbach, 9/8/2022 to 6/30/2022, \$85,139.00, 1:1 \$18,000.00

13.03b Approve student # 4463319434 for homebound instruction, 10/17/2022 for 10 hours/week with end date TBD; instruction provided by Lauren Schmidt, rate in accordance with the current CBA

13.03c Approve educational services provided by the NJ Commission for the Blind and Visually impaired for the following students from 9/1/2022 to 6/30/2023:

- Student #8202885641, \$2,200.00
- Student #2197284548, \$1,910.00
- Student #2377612853, \$2,200.00

#### 14 Personnel

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

14.01a Approve the following substitute teacher(s):

- David Nikithser, substitute certificate and criminal history background check on file

14.01b Approve Joseph Rosato as a member of the PHS I&RS team for 2022-2023 with compensation in accordance with the current collective bargaining agreement

14.01c +Accept a letter of retirement from William Blatchley, Business Administrator, effective 12/31/2022

14.01d +Accept a letter of resignation from Daniel McDonald, English teacher, effective 1/1/2023

14.01e Appoint Dr. Peter Lutchko to the position of Instructional Technology, Assessment, Accountability and Data Analysis Coordinator effective December 1, 2022

14.01f Approve unpaid leave for the following staff members:

- Lauren Schmidt, 4/24/2023, 4/25/2023, 4/26/2023
- Alex Torrance, 11/17/2022
- Sabrina Bonner, 11/16/2022 (½ unpaid), 11/17/2022, 11/18/2022

14.01g Approve the following staff member to participate in the 9<sup>th</sup> Grade Open House on 11/17/2022; compensation in accordance with the current CBA:

- Devon Murtagh
- Mitchell Leysath
- Lauren Schmidt
- Jennifer McCoy
- Nicholas Nahrwold
- Katie Salvo
- Jeff Moore
- Jack Geisel

14.01h +Approve the following student teacher placement:

- Brenna MacNair, Rowan, 1/17/2023 to 4/27/2023 and 9/5/2023 to 12/20/2023, placed with Melanie Sharkey for Health and PE

14.01i Approve the following personnel to complete graduate work at Stockton University in conjunction with the ECHS program and fully-funded through the OMIC Grant:

- Jamie Patchel
- John Yoon

14.01j Approve Kathryn Bove as the Palmyra Players Director for the 2022-2023 school year, stipend in accordance with the current CBA

## 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 Lisa Fox, Burlington County Historical Society, to speak to Mrs. Dixon's 6<sup>th</sup> grade classes on Tuesday, November 15, 2022

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

- CSS Student Council, Holiday Candy Grams, December 2022, money raised to fund new recess equipment
- CSS Student Council, Pajama Day, 11/30/2022, with donations going to CHOP
- CSS Student Council, Toy Collection Drive, date for collection box in CSS lobby TBD, collections to assist local families

### 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 the following student teacher placement(s):

- Amber Shockley, Grand Canyon University, CSS – placed with Jacqueline Gaffney, January – May 2023

16.01b +Approve maternity leave for employee #79447546 as follows:

- December 12, 2022 through January 10, 2023 – paid leave
- January 11, 2023 through April 5, 2023 – unpaid leave

16.01c +Approve maternity leave for employee #15465966 as follows:

- January 30, 2023 through April 28, 2023 – paid leave
- May 1, 2023 through June 15, 2023 unpaid leave (benefits in place)

16.01d +Approve paternity leave for employee #92791581 as follows:

- December 13, 2022 through December 20, 2022 – paid leave
- January 3, 2023 through January 6, 2023 – paid leave

16.01e Tuition Reimbursement

- Nicholas Nahrwold, EDAM 27720 Dissertation Seminar II, Rowan University 11/1/2022 to 12/31/2022 as per Collective Bargaining Agreement

16.01f +Approve the following changes to the CSS I & RS team:

- Kristen Tyler – remove
- Melanie Gerner – add
- Karla O'Connell - add

16.01g Approve Tracy Sokolowski as a mentor for Margaret Schweikert, MS Science teacher

16.01h Approve the following addition to the PMS I & RS team for the remainder of 2022-2023

- Kristin Tyler

16.01i +Appoint William Devlin to the position of Lead Teacher at CSS for the remainder of the 2022-2023 school year for an annual stipend of \$6,000.00 pro-rated to reflect 12/1/2022 start date

16.01j +Appoint Melissa Nicolas as a Part-Time Paraprofessional at CSS starting 11/16/2022 at a salary of \$13,845.00 pro-rated to reflect start date.

16.01k +Appoint Glynnis Wenstrup as a BSI Long-Term Replacement Teacher at CSS from 11/16/2022 to 3/31/2023 at a salary of \$55,795.00 (BA, Step 1) pro-rated to reflect start Date

16.01l +Approve paternity leave for employee #54814488 as follows

- February 2, 2022 through march 3, 2023 – paid leave

**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: \_\_\_\_\_