



# 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

## DECEMBER 14, 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 December 9, 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 Accept the resignation of Palmyra Board of Education Member John Liebe effective 12/31/2022

6 Presentations

6.01 Students of the Month

6.02 Teachers and Educational Services Professionals of the Year

- Lynn Mills, CSS Teacher of the Year
- Eva Eckhardt, CSS Educational Services Professional of the Year
- Matthew Bowen, PMS Teacher of the Year
- Kyra Denish, PMS Educational Services Professional of the Year
- Michele Trefz, PHS Teacher of the Year
- Mitchell Leysath, PHS Educational Services Professional of the Year

6.03 PHSFEE Check Presentation

6.04 Board Member Recognition

WHEREAS, Mark Russell, has served as a member of the Palmyra Borough Board of Education; and

WHEREAS, in recognition of his dedication to the students of the Borough of Palmyra for the period of 2014 through 2022; and

WHEREAS, he honorably served the community of Palmyra Borough with fairness and professionalism;

NOW THEREFORE BE IT RESOLVED, that we, the Members of the Board, do hereby extend to Mark Russell our sincere and grateful appreciation for his dedicated service to the Palmyra Board of Education, and our best wishes to him for continued success, happiness, and good health in the years to come.

6.05 Board Member Recognition

WHEREAS, Laurie Beck, has served as a member of the Palmyra Borough Board of Education; and

WHEREAS, in recognition of her dedication to the students of the Borough of Palmyra for the period of 2015 through 2022; and

WHEREAS, she honorably served the community of Palmyra Borough with fairness and professionalism;

NOW THEREFORE BE IT RESOLVED, that we, the Members of the Board, do hereby extend to Laurie Beck our sincere and grateful appreciation for her dedicated service to the Palmyra Board of Education, and our best wishes to her for continued success, happiness, and good health in the years to come.

6.06 Board Member Recognition

WHEREAS, John Liebe, has served as a member of the Palmyra Borough Board of Education; and

WHEREAS, in recognition of his dedication to the students of the Borough of Palmyra for the period of 2018 through 2022; and

WHEREAS, he honorably served the community of Palmyra Borough with fairness and professionalism;

NOW THEREFORE BE IT RESOLVED, that we, the Members of the Board, do hereby extend to John Liebe our sincere and grateful appreciation for his dedicated service to the Palmyra Board of Education, and our best wishes to him for continued success, happiness, and good health in the years to come.

6.07 Board Secretary Recognition

WHEREAS, William Blatchley, has served as Secretary of the Palmyra Borough Board of Education; and

WHEREAS, in recognition of his dedication to the students and staff of the Palmyra School District for the periods of 2011 through 2016 and 2018 through 2022; and

WHEREAS, he honorably served the Palmyra School District with fairness and professionalism;

NOW THEREFORE BE IT RESOLVED, that we, the Members of the Board, do hereby extend to William Blatchley our sincere and grateful appreciation for his dedicated service to the Palmyra Board of Education, and our best wishes to him for continued success, happiness, and good health in the years to come.

Refreshment Break • Congratulations and Best Wishes

7 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: \_\_\_\_\_

8 Reports

- 8.01 Superintendent
  - 8.01a Graduation and Start Strong Data Presentation by Dr. Peter Lutchko, Coordinator of Instructional Technology, Assessment, Accountability and Data Analysis (ITAADA)
  - 8.01b Superintendent's December Report
- 8.02 Board Committees
  - 8.02a Policy & Curriculum
  - 8.02b Finance & Physical Plant
  - 8.02c Human Resources & Negotiation
  - 8.02d Strategic Planning
  - 8.02e Executive
- 8.03 Sending District Reports
  - 8.03a Beverly
  - 8.03b Riverton
- 8.04 Student Representative

9 Correspondence – none

10 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

11 Consent Agenda Reports

11.01 BE IT RESOLVED that the following reports are hereby accepted and approved

11.01a +Enrollment Report – November 2022

11.01b +Health Report – November 2022

- 11.01c +HIB/SSDS Report – DATE
- 11.01d +Fire & Safety Drills – November 2022
- 11.01e +Bill List ending 12-9-2022
- 11.01f +Transfer Report ending 10/31/2022
- 11.01g +Student Activity Account Report ending 10/31/2022
- 11.01h +Minutes of the Regular Meeting of November 9, 2022

12 Old Business – none

13 Policy and Curriculum

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

13.01a District Policies and Regulations

- P 2415.50 Palmyra School District Title-School and Family Engagement, new – 2<sup>nd</sup> reading

13.01b +Approve the following fundraisers with all money raised going toward the club, team, or organization unless otherwise specified:

- Class of 2023, Basketball Game Concessions, 12/15/2022 through 3/1/2023, proceeds to be used for senior barbeque and senior gifts
- German Club, Candy Gram sales, 12/15 to 12/20/2022

13.01c +Approve the following field trip:

- Football Players, Holiday Bike Drive, Kip Landing Squares, Camden, 12/8/2022

14 Business, Finance and Operations

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

14.01a Approve the following student placements:

- Student #3909122855, BCSSSD, 9/6/2022 to 6/30/2022, 1:1 - \$45,759.00
- Student #1218282545, BCSSSD, 9/6/2022 to 6/30/2022, 1:1 - \$45,759.00
- Student #2543505614, BCSSSD, 9/6/2022 to 6/30/2022, 1:1 - \$45,759.00
- Student #1296010668, BCSSSD, 9/6/2022 to 6/30/2022, 1:1 - \$45,759.00
- Student #5198151719, BCSSSD, 9/6/2022 to 6/30/2022, 1:1 - \$45,759.00
- Student #9870573034, Katzenbach, 7/6/2022 to 8/5/2022, ESY - \$4,000.00  
1:1 - \$17,00.00

14.01b Approve educational services to be provided by the New Jersey Commission for the Blind and Visually Impaired for student #6360087547, 10/25/2022 to 6/30/2023, \$4,314.36

14.01c Approve 1:1 for student #4477407790 at a cost of \$50,000.00 for the remainder of the 2022-2023 school year

14.01d Approve homebound instruction for student #5688508466 for 10 hours per week starting 12/12/2022 through OOD placement acceptance; instruction provided by Lauren Schmidt, compensation in accordance with the current collective bargaining agreement

15 Personnel

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

15.01a +Accept a letter of resignation from Matthew Dyl, PHS Business Teacher, effective 1/13/2023

15.01b +Appoint Caitlin Fox as an English Teacher for the 2022-2023 school year at a salary of \$55,795.00 (BA, Step 1), pro-rated to reflect start date of 1/1/2023 – employment paperwork, including criminal history background check on file

15.01c Approve Devon Murtagh to mentor to Caitlin Fox for the 2022-2023 school year

15.01d +Appoint Jared Toscano as the Palmyra School District School Business Administrator/Board Secretary at a pro-rated salary of \$122,000.00 for the period of 1/1/2023 to 6/30/2023 in accordance N.J.S.A. 18A:7-8(j) and N.J.A.C. 6A:23A-3.1

**Roll Call Vote Full Board**

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

16 Policy and Curriculum – PreK-8

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

16.01a +Approve the following fundraisers with all money raised going toward the club, team, or organization unless otherwise specified:

- CSS Holiday Shop, December 2, 2022 from 5:00 - 9:00 pm in the CSS Library
- PTA, Candy Grams, 12/5 to 12/23/2022 at CSS and PMS

16.01b +Approve the following field trip:

- Grade 2, Adventure Aquarium, 4/6/2023

17 Personnel – PreK-8

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

17.01a +Appoint Stacy Moran as a 1:1 Paraprofessional beginning 12/15/2022 for the remainder of the 2022-2023 school year at a salary of \$20,500.00 (Step 3), pro-rated to reflect start date of 12/15/2022, with mileage reimbursement to BCSSSD Westampton per the NJOMB

**Roll Call Vote Palmyra Board**

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

18 Public Forum for Additional Topics

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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.

- 18.01 Recognition of members of the Public
- 18.02 Recognition of members of the Board

19 Board of Education Self Evaluation Workshop to be conducted by the Jesse Adams of the NJ School Boards Association

20 Adjournment

**Voice Vote by Full Board**

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

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

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

Time: \_\_\_\_\_