



# PALMYRA BOARD OF EDUCATION

## PALMYRA, N.J. 08065

Brian J. McBride  
*Superintendent of Schools*

Administrative Office  
301 Delaware Avenue  
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William R. Blatchley  
*Business Administrator/  
Board Secretary*

### AGENDA

**October 8, 2013**

1. Call to order prior to 7:00 p.m.

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 high school library bulletin board, and board offices; mailed to the Palmyra Borough Clerk, Burlington County Times, Courier Post, Philadelphia Inquirer, and the Trend on October 4, 2013.

2. Moment of Silent Meditation
3. Salute to the Flag
4. Roll Call

Mr. Keith Austin  
Ms. Nancy Brett, Vice President  
Ms. Valerie R. Flournoy  
Mrs. Lori Gilmore  
Mr. John Gural  
Mrs. Mary L. Holloway  
Mr. John Kay  
Mr. Stanley Ozalis, President  
Mr. John Quigg  
Mr. Scott Warnock, Riverton Representative  
Ms. Dale Thompson, Beverly Representative  
Ms. Irene Farinas, Student Representative

5. 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 following subjects shall be discussed on this date in a session of the *Board* closed to the public:

## **Personnel, Negotiations, Legal**

NOW, THEREFORE, BE IT RESOLVED that the aforesated meeting shall be closed to the public for the reasons set forth above, in accordance with the *OPEN PUBLIC MEETINGS ACT*; and

BE IT FURTHER RESOLVED 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.

6. Return from Executive Session
7. Presentation:  
Students of the Month
8. Superintendent's Report
  - Violence, Vandalism and Substance Abuse Report for 2012/2013
  - HIB Report for 2012/2013
  - State Assessment Presentation
9. Committee Reports  
Curriculum & Instruction  
Finance & Physical Plant  
Human Resources  
Policy  
Negotiations
10. Correspondence
11. Recognition of members of the public wishing to speak on agenda items
12. Routine Business
  - A. Entertain a motion to accept the following report:
    - Cafeteria Report – September, 2013
    - Enrollment – September, 2013
    - Health Report – September, 2013
    - HIB Report – September, 2013
    - Violence, Vandalism & Substance Abuse Report – September, 2013
13. Old Business
14. Discussion Item
15. New Business

### **15.01 Personnel**

#### Full A. Evaluations

1. BE IT RESOLVED that the Board of Education accepts the 2012-2013 New Jersey School Boards Association Self Evaluation.

2. BE IT RESOLVED that the Superintendent Evaluation is hereby finalized in preparation for the summary conference.

Full B. Extracurricular Activities

BE IT RESOLVED that the following appointments are hereby approved for the 2013/2014 school year:

<u>Staff Member</u>	<u>Position</u>	<u>Rate of Pay</u>
Melanie Sharkey	Central Detention Advisor	\$25/hr.
William Donley	Substitute Central Detention Advisor	\$25/hr.
Evy Palza	Paraprofessional Athletic Aid for Cheerleading	volunteer

Full C. Substitutes

BE IT RESOLVED that the following personnel are hereby approved as substitutes pending approval by the Burlington County Office of Education:

<u>Name</u>	<u>Position</u>	<u>Rate of Pay</u>
John Klauser	Teacher	\$70/day
Mark Zataveski	Teacher	\$70/day
Michelle Gilbert	Teacher	\$80/day
Kathleen Moore	Teacher	\$80/day

Full D. Professional Development

<i>Staff Member</i>	<i>Name/Date of Workshop</i>	<i>Workshop Cost</i>	<i>Workshop Location</i>
Joseph Martin	NJ Special Education Law Seminar on 10/10/13	District cost of \$349.00	Cherry Hill, NJ
Christina Birch, Kristina Stagliano, Katie Merrill, Linda Plym	Model Student Assistance Program on 10/15, 10/16, 10/17/13	N/A	Burlington, NJ
Lynda Weston	Strategies for Teacher Students with Visual Impairments on 10/16/13	\$129.00	Trenton, NJ
Jennifer VanZandt	Differentiated Instruction on 10/18/13	N/A	Rowan Univ.
Samantha Crean	Guidance Roundtable on Oct. 17, 2013 HESAA Workshop on 10/24/13	N/A N/A	Maple Shade, NJ Rider University
Kara Shore	HESAA Workshop on 10/30/13	N/A	Mt. Laurel, NJ
Maureen Reiss, Danielle Willard	Teaching Rigor w/o Mortis on 10/24/13	\$185.00 ea.	Mt. Laurel, NJ
Karyn Frengs	19 <sup>th</sup> Annual Symposium for School Psychologists & School Counselors on 10/25/13	\$139.00	Swedesboro, NJ

Jacqueline Stevenson	Center for Excellence in Applied Psychology on 10/28/13	N/A	Rider Univ.
Darlene Keller	NJASC Meeting on 10/29/13	N/A	The College of New Jersey
Gina Lewis	Hot Legal Issues Facing School Psychologists on 10/25/13	\$139.00	Swedesboro, NJ
	Play, It's More Than Therapy on 11/15/13	\$189.00	Cherry Hill, NJ
	Self Regulation in Children on 12/6/13	\$189.00	Cherry Hill, NJ
Howard Norcross	The Sandy Hook School Shooting, Boston Marathon Bombing & Manhunt on 11/5/13	\$175.00	New Brunswick, NJ
Tracy Wolf	Formative Assessment for Common Core Gr. 6-8 on 11/12/13	\$125.00	Glassboro, NJ
Barbra Webb	Professional Training in Behavioral Teaching Strategies on 1/15, 1/16/14	\$150.00	Monroe Twp., NJ

Pal. E. Appointment  
BE IT RESOLVED that Ms. Barbara Vieira is hereby appointed as a Basic Skills Teacher at Charles Street School for the 2013/2014 school year at a salary of \$52,933 (BA+30, Step 2) pro-rated.

Pal. F. Leave of Absence  
1. BE IT RESOLVED that approval is hereby granted for Mrs. Karla O'Connell, teacher at Charles Street School, to take two days of unpaid leave during the week of November 11, 2013.  
2. BE IT RESOLVED that approval is hereby granted for Mrs. E. Lisa Eckhardt, teacher assistant, to take an unpaid leave of absence from October 7- 11, 2013.

Pal. G. Volunteers  
BE IT RESOLVED that the following volunteers are hereby approved at Charles Street School for the 2013/2014 school year:

Laurie Beck	Lisa Muir-Jablonski	Kathleen Hartman
Helen Mulhern	Jessica Chando	Donna DuAime Ward
Maureen Haines	Maria Bonner	Alyson Flanagan
Kendall Gaskins	Jennifer Young	Wes Allen

Pal. H. After School Care  
BE IT RESOLVED that the following After School Care Program Assistants are hereby approved for employment at the stated hourly rate for the 2013/2014 school year:

<u>Name</u>	<u>Hourly Rate</u>
Marcella Field	\$8.25 per hour
Lisa Eckhardt	\$8.25 per hour

## 15.02 Students

### A. Educational Field Trips

Pal.	1. BEIT RESOLVED that the following field trips at Charles Street School are hereby approved:		
	<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
	Oct. 25, 2013	Johnson's Corner Farm	K/Ms. Adamczyk, Ms. Hoffecker, Ms. Marron, Mrs. Mills
Full	2. BE IT RESOLVED that the following field trips at Palmyra High School are hereby approved:		
	<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
	Oct. 5, 2013	Millville HS	Gr.7-12/Mr. Moore
	Oct. 17, 2013	Collingswood High School	Gr. 9-12/Ms. DeMarco
	Oct. 19, 2013	Egg Harbor, NJ	Gr. 7-12/Mr. Moore
	Oct. 22, 2013	Philadelphia Zoo	Gr. 10-12/Mr. Budden
	Oct. 24, 2013	Deptford, NJ for South Jersey Career Council College Fair	Gr. 11-12/Ms. Shore
	Oct. 26, 2013	Delsea High School	Gr. 7-12/Mr. Moore
	Oct. 29, 2013	The College of New Jersey	Gr. 7-12/Mrs. Bostock, Ms. McClure
	Oct. 30, 2013	Riverton School	Gr. 7-12/Mr. Moore
	Nov. 19, 2013	Univ. of PA	Gr. 10-12/Mrs. Salvo
	Jan. 8, 2014	The College of New Jersey	Gr. 7-12/Mrs. Bostock, Ms. McClure
	Jan. 22, 2014; March 21, 2014; May 13, 2014	Trauma Center in Camden, NJ	Gr. 9-12/Ms. Birch
	May 15, 2014	Great Adventure/6 Flags	Gr. 7-12/Mrs. Bostock, Ms. McClure

### Full B. Curriculum

BE IT RESOLVED that the following curriculum reflects the Common Core Standards and is hereby approved:

Business /Technology Curriculum  
 COMPUTER APPLICATIONS I  
 COMPUTER APPLICATIONS II  
 INTRODUCTION TO BUSINESS  
 CONSUMER ECONOMICS  
 CAREER PLANNING  
 BUSINESS LAW  
 WEB DESIGN  
 ACCOUNTING I

ACCOUNTING II  
 SPORTS AND ENTERTAINMENT  
 MARKETING  
 BUSINESS EDUCATION WORK EXPERIENCE  
 TECHNICAL LITERACY 7/8

English Curriculum  
 (SRA) AHSA LANGUAGE  
 AP ENGLISH IV  
 HSPA 10 LANGUAGE ARTS  
 HSPA 11 LANGUAGE ARTS  
 JOURNALISM

INTRO TO MEDIA/JOURNALISM (7/8)  
 LANGUAGE ARTS LITERACY 8  
 NJ ASK LAL 7/8  
 LAL K  
 LAL 1  
 LAL 2  
 LAL 6

Fine and Performing Arts Curriculum:  
 BASIC ART  
 ADVANCED ART I, II, III, IV, V, VI  
 EXPLORING ART 7/8  
 ART K  
 ART 1  
 ART 2  
 ART 3  
 ART 4  
 ART 5  
 ART 6  
 BAND (7/8)  
 BAND (9-12)  
 GUITAR

PIANO  
CHOIR (7/8)  
CHOIR (9-12)  
MUSIC K  
MUSIC 1  
MUSIC 2  
MUSIC 3  
MUSIC 4  
MUSIC 5  
MUSIC 6

Family & Consumer Sciences Curriculum:

NUTRITION  
DEVELOPING HEALTHFUL RELATIONSHIPS  
CHARACTER DEVELOPMENT  
CHILD CARE – PARENTING  
CHILD CARE – WORKING WITH YOUNG CHILDREN  
FILM  
TOMORROW’S TEACHERS (H)

Mathematics Curriculum:

HSPA 11 MATHEMATICS  
(SRA) AHSA MATHEMATICS  
NJASK MATH 7/8

Physical Education/Health Curriculum:

PHYSICAL EDUCATION I  
PHYSICAL EDUCATION II  
PHYSICAL EDUCATION III  
PHYSICAL EDUCATION IV  
HEALTH I  
HEALTH II – DRIVER/SAFETY EDUCATION  
HEALTH III  
HEALTH IV  
PHYSICAL EDUCATION 7  
PHYSICAL EDUCATION 8  
HEALTH 7  
HEALTH 8  
PE/HEALTH K  
PE/HEALTH 1  
PE/HEALTH 2  
PE/HEALTH 3  
PE/HEALTH 4  
SCIENCE 6

PE/HEALTH 5  
PE/HEALTH 6

Science Curriculum:

CHEMISTRY  
HUMAN ANATOMY & FORENSIC SCIENCE  
SCIENCE K  
SCIENCE 1  
SCIENCE 2  
SCIENCE 3  
SCIENCE 4  
SCIENCE 5

Social Studies Curriculum:

UNITED STATES HISTORY II  
AP UNITED STATES HISTORY  
ECONOMICS  
SOCIAL STUDIES 7  
SOCIAL STUDIES 8  
SOCIAL STUDIES K  
SOCIAL STUDIES 1  
SOCIAL STUDIES 2  
SOCIAL STUDIES 3  
SOCIAL STUDIES 4  
SOCIAL STUDIES 5  
SOCIAL STUDIES 6

World Language Curriculum:

SPANISH I  
SPANISH II  
SPANISH III  
SPANISH IV  
INTRO TO SPANISH LANGUAGE AND CULTURE 7/8  
INTRO TO GERMAN LANGUAGE AND CULTURE 7/8  
WORLD LANGUAGE K  
WORLD LANGUAGE 1  
WORLD LANGUAGE 2  
WORLD LANGUAGE 3  
WORLD LANGUAGE 4  
WORLD LANGUAGE 5  
WORLD LANGUAGE 6

Full C. Student Activities

1. BE IT RESOLVED that approval is hereby granted to hold the *Invisible Children Assembly* at Palmyra High School on October 17, 2013.
2. BE IT RESOLVED that approval is hereby granted to hold the *15 Minute Child Break* (sponsored by The Partnership for a Drug-Free NJ) for parents, caregivers and educators on November 13, 2013 from 7-8 p.m. at Charles Street School.
3. BE IT RESOLVED that approval is hereby granted for Mr. Daniel Licata to hold strength and conditioning workouts for out of season athletes on Tuesdays-Fridays, 2:30-4:00 p.m., in the stadium weight room from 10/9/13 to 3/5/14 (amended from 9/10/13 board meeting).

Full D. Fund Raising Activities

BE IT RESOLVED that the following fund raisers are hereby approved:

1. Palmyra Football – Jack Geisel
  - “Wing-off” – Whistlers Inn – 11/16/13
2. Student Council – Kathy McClure & Darlene Keller

- Homecoming Dance – 10/12/13
- Magazine Sales – 12/2/13-12/18/13
- Jingle Bells Sales – 12/9/13 – 12/20/13
- 3. Palmyra Field Hockey Booster Club – Tracy Foedisch & Diana White
  - Yankee Candle Sale – 10/10/13-11/1/13
- 4. PTA
  - Joe Corbi Pizza Sales – 2/12/14-2/26/14 (Kathy Hartman)
  - Mixed bag catalog fundraiser – 4/30/14-5/14/14 (Jen Young)
  - Manny’s Spirit Night – 10/16/13 (Laurie Beck)
  - Spring Flower Sale – 3/26/14 – 4/19/14 (Laurie Beck)
- 5. Post Prom Committee – Sue Steele & Donna Wenig
  - Dine and Donates –
    - 11/4/13 – PJ Whelihan’s (Maple Shade)
    - 12/2/13 – Pat’s Pizza and Grill (Cinnaminson)
- 6. PHS Soccer Booster Club – Concession Stand sales at Legion Field during the alumni soccer game – 10/26/13
- 7. Palmyra Baseball Booster Club (Ruth Strom)
  - Beef & Beer – 11/16/13 – Palmyra Harbor
- 8. Class of 2017 – Laura Masich
  - Bake Sales – 3<sup>rd</sup> Tuesday of every month – PHS cafeteria
  - Halloween-Gram Sales – 10/24/13-10/31/13
- 9. Interact – Lorita Foster
  - Bake Sales – 10/23/13 & 10/24/13 – PHS cafeteria
  - “Pay to Wear Pink” – 10/25/13
  - Pink Pin Sale – 10/15/13-10/25/13

### **15.03 \*Quality Assurance Annual Reporting Documents**

BE IT RESOLVED that approval is hereby granted to submit the following items to the Burlington County Office of Education for approval:

- Annual Maintenance Budget Amount Worksheet (M-1 Report)
- Comprehensive Maintenance Plan
- Annual Facilities Checklist for Delaware Avenue, Charles Street School and Palmyra High School

### **15.04 \*Nursing Services Plan**

Full BE IT RESOLVED that the Nursing Services Plan for the 2013/2014 school year is hereby approved.

### **15.05 Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms for 2013-2014**

Full BE IT RESOLVED that approval is hereby granted to submit a Toilet Room Facilities Waiver for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms for the 2013/2014 school year.

## **15.06 Policies/Regulations**

- Full A. BE IT RESOLVED that the following policies and regulations are hereby approved as revised:
- P 6471 School District Travel
  - R 6471 School District Travel Procedures
  - P 4124 Employment Contract
  - P 5512 Harassment, Intimidation and Bullying
  - R 5512 Harassment, Intimidation and Bullying Investigative Procedure
- Full B. BE IT RESOLVED that the following new policies are hereby given a first reading:
- P 3144.3 Suspension Upon Certification of Tenure Charge
  - P 3144.12 Certification of Tenure Charges – Inefficiency
  - P 3372 Teaching Staff Member Tenure Acquisition
  - P 3373 Tenure Upon Transfer or Promotion
  - P 3374 Tenure Upon Transfer to an Underperforming School

## **15.07 Goals and Objectives**

- Full A. District Goals  
BE IT RESOLVED that the District Goals for the 2013/2014 school year are hereby approved.
- Full B. Board of Education Goals  
BE IT RESOLVED that the Board of Education Goals for the 2013/2014 school year are hereby approved.

## **15.08 Agreement Between the Board of Education of the Borough of Palmyra and the Palmyra Education Association for 2013 – 2016**

- Full BE IT RESOLVED that the Agreement Between the Board of Education of the Borough of Palmyra and the Palmyra Education Association for 2013 – 2016 is hereby approved.

## **15.09 Finance**

- Full A. Certification  
Pursuant to NJAC 6:20-2.13(e), we certify that as of August 30, 2013, 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.
- Full \*B. Bill Lists  
BE IT RESOLVED that the bill lists are hereby approved as follows:  
Hand & Machine Checks for September, 2013 \$1,402,073.71
- Full \*C. Secretary's Report  
BE IT RESOLVED that the Secretary's Report for August, 2013 are hereby approved.



Full     \*D. Treasurer's Report

BE IT RESOLVED that the Treasurer's Report for August, 2013 are hereby approved.

Full     \*E. Transfers

BE IT RESOLVED that the Transfer Report for August, 2013 are hereby approved.

**16. Fire/Crisis Drills**

Charles Street School

9/17/13

2 minutes, 15 seconds

Tier III

9/18/13

4 minutes, 18 seconds

Delaware Avenue School

9/17/13

1 minute, 9 seconds

Tier II

9/30/13

42 minutes

Palmyra High School

9/11/13

15 minutes

Tier II

9/16/13

8 minutes

Tier II

9/20/13

11 minutes

Tier II

9/30/13

38 minutes

17. Recognition of members of the public wishing to speak on additional items.

18. Meeting Adjourned.