



**PALMYRA BOARD OF EDUCATION
PALMYRA, N.J. 08065**

Brian J. McBride
Superintendent of Schools

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

AGENDA

December 18, 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 December 12, 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. Flourney
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. Presentations:
 - 2012/2013 Audit Report by Bowman & Co., LLP
 - Students of the Month

6. 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.

7. Return from Executive Session
8. Superintendent's Report
- Update of Goals & Objectives
 - GPA
 - QSAC
 - Athletics
 - Extracurricular
 - Building Updates
9. Committee Reports
- Curriculum & Instruction
 - Finance & Physical Plant
 - Human Resources
 - Policy
 - Negotiations
10. Correspondence – Post Prom Committee
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 – November, 2013
 - Enrollment – November, 2013
 - Health Report – November, 2013
 - HIB Report – November, 2013
 - Violence, Vandalism & Substance Abuse Report – November, 2013
- B. Entertain a motion to accept the following minutes:
- Regular Meeting of November 12, 2013

- 13. Old Business
- 14. Discussion Item
- 15. New Business

15.01 Board Member Recognition

- Full A. WHEREAS, *Mary Holloway*, 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

May 5, 1998 through January 14, 2014; 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 Mary Holloway 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.

- Full B. WHEREAS, *Keith Austin*, 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

May 4, 2004 through January 14, 2014; 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 Keith Austin 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.

15.02 Personnel

- Full A. Appointment
BE IT RESOLVED that the Superintendent recommends that Ms. Jessica S. Mullan be appointed as a Title I Basic Skills Teacher at the Charles Street School for the remainder of the 2013/2014 school year at a salary of \$50,088 (BA, Step 1) pro-rated, effective December 16, 2013.

BE IT FURTHER RESOLVED that Mrs. Karla O'Connell is hereby approved as a teacher mentor for Ms. Mullan.

Full B. Extracurricular Activities

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

<u>Name</u>	<u>Activity</u>
Bill Martin	Boys Middle School Basketball
Mark Zataveski	Boys Varsity Basketball

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>
Xavier Moran	Teacher	\$70.00/day
Jessica Prince	Teacher	\$80.00/day
John Sacca	Teacher	\$80.00/day

Full D. Request to Enroll in Graduate Course and Apply for Tuition Reimbursement

BE IT RESOLVED that the following request to enroll in a graduate course and apply for tuition reimbursement upon completion of the course is hereby approved:

<u>Staff Member</u>	<u>Course/Dates/University</u>	<u>Reimbursement Cost</u>
Jacqueline Stevenson	Interventions for Learners With Autism/Jan. 27-May 13, 2014/ Rider University	\$1,878
Christina Birch	Educational Organization/ Leadership-EDSU 28546/ Jan. 7-Mar. 3, 2014	\$1,878

Full E. Professional Development

BE IT RESOLVED that the following Professional Development is hereby approved:

<i>Staff Member</i>	<i>Name/Date of Workshop</i>	<i>Workshop Cost</i>	<i>Workshop Location</i>
Gina Lewis	Suicide Intervention Workshop 1/15	\$149.00	Cherry Hill
Jeanne Barber	Suicide Intervention Workshop 1/15	\$149.00	Cherry Hill
Kim Hoffman	Section 504 in NJ 2/28	\$189.00	Cherry Hill
Barbra Webb	Professional Training in Behavioral Teaching Strategies 1/15-16	\$163.00	Monroe
Casey Welsh	Best Practices in Co-Teaching: Practical Solutions ... 1/14	\$235.00	Voorhees
Arlene Dowd	Best Practices in Co-Teaching: Practical Solutions ... 1/14	\$235.00	Voorhees
Sabrina Bonner	Best Practices in Co-Teaching: Practical Solutions ... 1/14	\$235.00	Voorhees

RESCHEDULED

Danielle Willard	Best Practices in Co-Teaching: Practical Solutions ... 1/14	\$235.00	Voorhees
Bettyanne Marron	Powerful Early Intervention Strategies to Help Young Children with Developmental Problems and Challenging Behaviors 1/13	\$229.00	Voorhees
Sabrina Bonner	Which American Dream? Using CCS and American Ideologies in History & Lit. Classes 1/31	\$149.00	Glassboro
JC Slocum	Which American Dream? Using CCS and American Ideologies in History & Lit. Classes 1/31	\$149.00	Glassboro
Stacy Pogoda	2014 NJ Conference for Pre-Kindergarten Teachers 2/24-2/25	\$369.00	Atlantic City
Linda Wilson	What's NEW in Children's Literature and How to Use it In your Program	\$238.10	Voorhees
Rob Reimer	Techspo 2014 Conference	\$420.00	Atlantic City
Dave Ritchie	Techspo 2014 Conference	\$520.00	Atlantic City
Lianne Kane	Techspo 2014 Conference	\$450.50	Atlantic City
Stacy Saia	Techspo 2014 Conference	\$440.00	Atlantic City
Jeanne Barber	Techspo 2014 Conference (tentative)	Not to exceed \$520.00	Atlantic City
Mark Pease	Techspo 2014 Conference (tentative)	Not to exceed \$520.00	Atlantic City
Joseph Martin	Techspo 2014 Conference (tentative)	Not to exceed \$520.00	Atlantic City
Ken Holloway	Techspo 2014 Conference	Not to exceed \$520.00	Atlantic City
Brian McBride	Techspo 2014 Conference	Not to exceed \$520.00	Atlantic City

F. Student Practicum/Observation

- Full 1. BE IT RESOLVED that approval is hereby granted for Ms. Nicole Volpa, a student at Rutgers University, to complete her student practicum/observation from January 27 through May 2, 2014 under the guidance of Mrs. Michele Reisinger.
- Pal. 2. BE IT RESOLVED that approval is hereby granted for Ms. Megan Skelly, a student at Towson University, to perform classroom observations at Charles Street School as part of her course requirement.

15.03 Students**A. Student Placements**

- Pal. 1. BE IT RESOLVED that approval is hereby granted for Palmyra student #5903030837 to attend a program in Mt. Laurel for the remainder of the 2013/2014 school year at a tuition rate of \$32,947 pro-rated, effective 12/2/13.
- Full 2. BE IT RESOLVED that approval is hereby granted for Palmyra student

#8693776458, currently classified as homeless, to attend the Burlington City School District for the remainder of the 2013/2014 school year at a tuition rate of \$14,122.00 pro-rated.

B. Educational Field Trips

- Full 1. BE IT RESOLVED that the following field trip at Palmyra High School is hereby approved:
- | <u>Date</u> | <u>Destination</u> | <u>Grade/Subject</u> |
|-------------|----------------------|-----------------------------|
| 12/6/13 | Battleship NJ Museum | PLA/Mr. Tumelty, Mr. Rosato |
- Pal. 2. BE IT RESOLVED that the following field trip at Charles Street School is hereby approved:
- | <u>Date</u> | <u>Destination</u> | <u>Grade/Subject</u> |
|-------------|----------------------------------|---|
| 1/16/14 | Adventure Aquarium in Camden, NJ | Gr. 2/Ms. Blatchley, Ms. Merrill, Mrs. Mackey |

The Board would like to recognize the PTA for its financial support, which helps to make many of these trips possible.

C. Curriculum

- Full BE IT RESOLVED that Palmyra High School's Marketing: Hospitality & Tourism Curriculum Guide is hereby approved.

D. Fund Raising Activities

- Full BE IT RESOLVED that the following fund raisers are hereby approved:
1. Palmyra Wrestling – Jack Geisel
Use of Snack Stand during Holiday Wrestling Tournament – 12/28/13
 2. Post Prom Committee – Sue Steele (pending required permits)
Sale of “50/50” tickets during Home Boys/Girls Varsity Basketball game
 3. Palmyra PTA – Kathy Hartman
Use of Snack Stand at Charles Street School during Indoor Soccer games
1/4, 1/11, 1/18, 1/25, 2/1, 2/15, 2/22
 4. Class of 2015 – Jennifer Van Zandt
Wawa Hoagie Gift Card Sale – 12/13/13-12/20/13
 5. Youth & Government – Maureen Reiss
Holiday Basket Raffle – 12/20/13
Brownie Pop Sale – 1/17/14

15.04 Policy

- Full BE IT RESOLVED that the Title I – District-Wide Parental Involvement Policy (2415.04) has been reviewed and is hereby approved.

15.05 Finance

A. Certification

- Full Pursuant to NJAC 6:20-2.13(e), we certify that as of October 31, 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 November, 2013 \$1,688,711.23
- Full *C. Secretary and Treasurer Report
BE IT RESOLVED that the Board Secretary and Treasurer Report for October, 2013 agree and are hereby accepted.
- Full *D. Transfers
BE IT RESOLVED that the transfers presented in the Expense Account Adjustment Report for November, 2013 are hereby accepted.
- Full E. Student Activities Account
BE IT RESOLVED that approval is hereby granted to transfer \$259.73 in Student Activity funds as follows:

 From:
 Boys Basketball - \$3.90
 Delaware Avenue School - \$6.84
 Field Hockey – \$78.58
 NOT – \$73.91
 Rebel – \$18.43
 S.T.E.P. - \$114.07

 To:
 District General Fund
- Full F. Rate Adjustments
BE IT RESOLVED that approval is hereby granted to adjust approved hourly rates as follows in accordance with the new minimum wage requirements effect January 1st 2014:
- | | |
|------------------------------------|----------------------------|
| Devon Frisby | \$8.00/hour to \$9.00/hour |
| Mary Petrucelli | \$7.90/hour to \$8.90/hour |
| Jordan Coles | \$8.25/hour to \$8.30/hour |
| Lisa Childs | \$8.90/hour to \$9.90/hour |
| Leslie Dobbs | \$8.25/hour to \$8.30/hour |
| Joe Magliari | \$8.25/hour to \$8.30/hour |
| Donna Aaronson | \$8.40/hour to \$9.40/hour |
| Marcella Fields | \$8.25/hour to \$9.25/hour |
| E. Lisa Eckhardt | \$8.25/hour to \$9.25/hour |
| Custodial Substitutes | \$8.00/hour to \$8.25/hour |
| After School Counselor Substitutes | \$7.25/hour to \$8.25/hour |

Full G. NCLB Grant Funding

BE IT RESOLVED that the that the following salaries be paid from the NCLB Grant (Title I) in accordance with the grant application submitted for the 2013/2014 school year:

Douglas Straeter	\$20,238	(35% of salary for 10 months)
Jessica Mullan	\$32,553	(100% of salary for 6.5 months)
Steve Graff	\$43,252	(65% of salary for 10 months)
Barbara Viera	\$45,023	(100% of salary for 8 months)
Linda Wilson	\$14,197	(100% of salary for 2 months)

16. Fire/Crisis Drills

Charles Street School	11/21/13	2 minutes, 20 seconds
	11/25/13	3 minutes, 40 seconds
Delaware Avenue School	Tier I Drill 11/27/13	5 minutes, 24 seconds
	11/27/13	51 seconds
Palmyra High School	11/11/13	2 minutes, 5 seconds
	Tier III Drill 11/26/13	14 minutes, 30 seconds

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

18. Meeting Adjourned.