



# **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**

**January 14, 2014**

\*The Board Secretary will act as temporary chair to conduct the meeting prior to the election of the President and Vice President of the Board.

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 January 4, 2013.

2. Moment of Silent Meditation

3. Salute to the Flag

4. Official Election Results:

Mr. John S. Quigg Jr.	1,062
Mr. Mark A. Russell	1,005
Ms. Sandra Cintron	996
Personal Choice	42

5. Board Secretary administers oath of office to newly elected members: Mr. Quigg, Mr. Russell and Ms. Cintron.

6. Roll Call:

Ms. Nancy Brett  
Ms. Sandra Cintron  
Ms. Valerie R. Flournoy  
Mrs. Lori Gilmore  
Mr. John Gural

Mr. John Kay  
Mr. Stanley Ozalis  
Mr. John Quigg  
Mr. Mark Russell  
Mr. Warnock, Riverton Representative  
Ms. Mary Ellen Knudson, Beverly Representative

7. Board Secretary opens nominations for President of the Palmyra Board of Education and conducts vote.

\*The Board Secretary relinquishes the chair to the Board President.

8. Board President opens nominations for Vice President of the Palmyra Board of Education and conducts vote.

\*Board of Education Committee Appointments at the discretion of the Board President.

9. Presentations:

- Students of the Month

10. 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.

11. Return from Executive Session
12. Superintendent's Report
13. Committee Reports  
Curriculum & Instruction  
Finance & Physical Plant  
Human Resources  
Policy  
Negotiations
14. Correspondence

15. Recognition of members of the public wishing to speak on agenda items

16. Routine Business

A. Entertain a motion to accept the following report:

- Cafeteria Report – December, 2013
- Enrollment – December, 2013
- Health Report – December, 2013
- HIB Report – December, 2013
- Violence, Vandalism & Substance Abuse Report – December, 2013

B. Entertain a motion to accept the following minutes:

- Regular Meeting of December 18, 2013

17. Old Business

18. Discussion Item

19. New Business

#### **19.01 Policies, Procedures and Practices**

BE IT RESOLVED that the Board hereby adopts the current Board policies, procedures and practices and all current appointments and contracts currently in force through the end of the 2014 school year.

#### **19.02 Official Public Meetings**

BE IT RESOLVED that the following list of dates for the regular meetings of the Palmyra Board of Education are hereby approved by the Board until the next reorganization meeting as per Board of Education Policy:

#### **Official Public Meetings**

All such meetings are to be held on the second Wednesday of each month at 7:00 p.m. in the Delaware Avenue All Purpose Room, 301 Delaware Avenue, Palmyra, New Jersey 08065, except where noted. Action will be taken at these meetings.

##### Board Meeting

14 January 2014 (Reorg)  
12 February  
12 March (Preliminary budget approval – tentative)  
9 April (Budget adoption - tentative)  
30 April (Budget hearing - tentative)  
14 May  
11 June  
July - No Meeting  
13 August  
10 September  
8 October

##### Committee Meeting

29 January  
26 February  
26 March  
29 April  
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28 May  
25 June  
23 July  
27 August  
24 September  
22 October

12 November  
10 December  
7 January 2015 (Reorg)

19 November  
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### **19.03 \*Comprehensive Annual Financial Report Corrective Action Pan**

Full BE IT RESOLVED that the Comprehensive Annual Financial Report Corrective Action Plan is hereby accepted and approved as presented and discussed.

### **19.04 Personnel**

Full A. Salary  
BE IT RESOLVED that Mr. Kent MacDougall's salary (Social Worker approved on 11-12-13) is hereby approved at \$62,896 (MA+15, Step 10) for the 2013/2014 school year.

Full B. Extracurricular Activities  
1. BE IT RESOLVED that Mr. Chris Tracey is hereby approved as a chaperone for student #9852614708 to the following bowling events:  
- BCSL Open – February 6<sup>th</sup> – Laurel Lanes – Mt. Laurel, NJ  
- NJSIAA South Sectional – February 8<sup>th</sup> – Brunswick Bowling Lanes – Deptford, NJ  
- NJSIAA State Tournament of Champions – February 12<sup>th</sup> – Robbinsville, NJ (if qualification minimums met)  
2. BE IT RESOLVED that Mr. Eric Mehler is hereby approved as a volunteer paraprofessional athletic aide for baseball.

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

<i><b>Staff Member</b></i>	<i><b>Name/Date of Workshop</b></i>	<i><b>Workshop Cost</b></i>	<i><b>Workshop Location</b></i>
Stacy Pogoda	Powerful Interactions: Using Teaching in the Inclusive Pre-School Classroom 1/15/2014	\$17.00	Mullica Hill, NJ
Michele Mills, Renee Hoffecker	2014 NJ Conference for Kindergarten Teachers 2/24-2/25/2014	\$409.00 each	Atlantic City, NJ
Jeanne Barber, Arlene Dowd	Social, Behavioral & Executive Functioning Strategies for the Student with Autism on 2/27-2/28/2014	\$220.00 each	Cherry Hill, NJ
Jennifer VanZandt	Helping Every Student Meet and Exceed the Rigorous Common Core State Literacy Standards on 3/24-3/25/2014	\$645.00	West Orange, NJ

Full D. Volunteers  
BE IT RESOLVED that the following volunteer is hereby approved for the 2013/2014 school year: Aprilanne McKenna

- Full E. Substitutes  
BE IT RESOLVED that the following personnel are vhereby approved as substitutes pending approval by the Burlington County Office of Education:
- | <u>Name</u>       | <u>Position</u> | <u>Rate of Pay</u> |
|-------------------|-----------------|--------------------|
| Krista E. Venafro | Teacher         | \$70.00/day        |
| Sharon Wariner    | Teacher         | \$80.00/day        |
- Full F. 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>Eligible Reimbursement Cost</u> |
|---------------------|--|------------------------------------|
| Joseph Rosato       | BLER 40510/Issues of Language & Cultural Diversity<br>3/1/14-4/26/14<br>Rowan University | \$1,878                            |

## 19.05 Students

- Full A. Student Placements  
BE IT RESOLVED that approval is hereby granted for transfer student #7492396406 to continue at BCSSSD for the remainder of the 2013/2014 school year at a tuition rate of \$38,768 and ESY tuition of \$3,000 pro-rated, effective January 6, 2014.
- Full B. Cultural Celebration  
BE IT RESOLVED that approval is hereby granted to hold a Black History Month Cultural Celebration on 2/28/14 under the direction of Mr. Martin and Mr. Tracey.
- BE IT FURTHER RESOLVED that approval is hereby granted to hold a fundraising bake sale after school (2 days/week) for the support of the Cultural Celebration.
- Full C. Educational Field Trips  
1. 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> |
|------------------|--|----------------------|
| 2/19/14          | BCC, Pemberton, NJ<br>for Consumer Bowl      | Gr. 9-12/Mr. Dyl     |
| 3/2/2014         | State House in Trenton, NJ                   | YAG/Mrs. Reiss       |
| 3/20/14, 3/21/14 | BCC, Pemberton, NJ<br>for Teen Arts Festival | Gr. 9-12/Mr. Budden  |
| 4/4-6, 2014      | State House in Trenton, NJ                   | YAG/Mrs. Reiss       |

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

- Full \*D. Curriculum  
BE IT RESOLVED that the following curriculum is hereby approved as revised:

- Sports in World History, Grade Level 10-12

#### **19.06 \*School Calendar Adjustment 2013/2014**

Full BE IT RESOLVED that the adjustment to the 2013/2014 school calendar is hereby approved as follows:

*Snow Days (Schools Closed)*

December 10, 2013

January 3, 2014

*Scheduled Make-Up Days*

May 23, 2014

April 18, 2013 (Early Dismissal)

#### **19.07 \*Quality Assurance Report 2011/2012**

Full BE IT RESOLVED that the QSAC District Performance Review for 2011/2012 is hereby accepted.

#### **19.08 \*Policy/Regulation**

Full A. BE IT RESOLVED that the following policies/regulations are hereby approved as revised:

P 0155	Board Committees
P 0164	Conduct of Board Meetings
P 1240	Evaluation of Superintendent
R 1249	Evaluation of Superintendent
R 2624	Grading System
P 3142	Nonrenewal of Nontenured Teaching Staff Member
R 3142	Nonrenewal of Nontenured Teaching Staff Member
P 3144	Certification of Tenure Charge
R 3144	Certification of Tenure Charge
P 4146	Nonrenewal of Nontenured Support Staff Member
R 4146	Nonrenewal of Nontenured Support Staff Member

Full B. BE IT RESOLVED that the following new policies/regulations are hereby given a first reading:

P 3221	Evaluation of Teachers
R 3221	Evaluation of Teachers
P 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
P 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
P 3224	Evaluation of Principals, Vice Principals, and Assistant Principals
R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals

#### **19.09 Finance**

Full A. Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of November 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 December, 2013 \$1,666,987.00

Full \*C. Secretary and Treasurer Report

BE IT RESOLVED that the Board Secretary and Treasurer Report for November, 2013 agree and are hereby accepted.

Full \*D. Transfers

BE IT RESOLVED that the transfers presented in the Expense Account Adjustment Report for December, 2013 are hereby accepted.

Full E. Checks to be Voided

BE IT RESOLVED that the following FY12 checks be voided and that the balances be returned to the corresponding fund accounts.

**WARRANT ACCOUNT**

<u>Check</u>	<u>Amount</u>	<u>Vendor</u>	<u>Issued</u>	<u>Explanation</u>
32788	\$79.00	P. Titus	11/3/11	Athletic Official
33758	\$17.98	K. Frengs	6/19/12	mileage

**AFTER SCHOOL ACCOUNT**

54058	\$250.79	E. Maryanski	5/18/12	after school program
54283	\$252.27	E. Maryanski	6/29/12	after school program

Full F. OnCourse

BE IT RESOLVED that the payment of \$1,500 to OnCourse to process changes to student grade point averages is hereby affirmed.

**20. Fire/Crisis Drills**

Charles Street School	12/16/13	1 minute, 50 seconds
	Tier II Drill on 12/19/13	4 minutes, 30 seconds
Delaware Avenue School	Tier II Drill on 12/19/13	8 minutes, 0 seconds
	12/20/13	1 minute, 10 seconds
Palmyra High School	12/16/13	10 minutes
	Tier II Drill on 12/19/13	4 minutes

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

22. Meeting Adjourned.