



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

February 12, 2014

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 February 7, 2013.

2. Moment of Silent Meditation
3. Salute to the Flag
4. Board Secretary administers oath of office to newly elected member: Mr. Russell
5. Roll Call:

Ms. Nancy Brett, Vice President
Ms. Sandra Cintron
Mrs. Lori Gilmore
Mr. John Gural
Mr. John Kay
Mr. Stanley Ozalis, President
Mr. John Quigg
Mr. Mark Russell
Mr. Warnock, Riverton Representative
Ms. Mary Ellen Knudson, Beverly Representative

6. Presentations:
 - Students of the Month
 - Recognition of Service to the Board of Education:

WHEREAS, Valerie Flournoy, 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 1, 2002 – January 14, 2014

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 Valerie Flournoy 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.

7. Superintendent's Report
8. Committee Reports
Policy & Curriculum
Finance & Physical Plant
Human Resources & Negotiations
9. Correspondence
 - Received two letters of interest for the vacant seat on the Board of Education
10. Recognition of members of the public wishing to speak on agenda items
11. Routine Business
 - A. Entertain a motion to accept the following report:
 - Cafeteria Report – January, 2014
 - Enrollment – January, 2014
 - Health Report – January, 2014
 - HIB Report – January, 2014
 - Violence, Vandalism & Substance Abuse Report – January, 2014
 - B. Entertain a motion to accept the following minutes:
 - Regular Meeting of January 14, 2014
12. Old Business
13. Discussion Item
14. New Business

14.01 Personnel

Full A. Resignation

1. BE IT RESOLVED that the letter of intent to retire from Mrs. Mary Ann Middleton, School Nurse, is hereby accepted effective June 30, 2014.

Full B. Appointment

BE IT RESOLVED that Ms. Donna Gidjunis is hereby approved to serve as Treasurer of School Monies for the remainder of the 2013/2014 school year at the rate of \$5,150.00 pro-rated.

Full C. 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>
Joseph Rosato	NJ TESOL/NJBE 2014 Spring Conference 5/28	200.00	New Brunswick
Linda Plym	What's New in Fifth Grade? 3/24	237.00	Voorhees
Casey Welsh	What's New in Fifth Grade? 3/24	253.00	Voorhees
Joann Dixon	Integrating Science & Engineering in Elementary and Middle Grades 4/10	139	Mullica Hill
Mike Tumelty	Reducing Recurring Behavior Problems with Difficult, Disruptive, and Non-Compliant Students 3/26	229.00	Voorhees
Christina Birch	Association of Student Assistance Professionals of NJ 28 th Annual Conference 2/27-2/28	339.00	Long Branch
Kim Hoffman	7 th Annual New Jersey Alliance for Social, Emotional, and Character Development: Supporting Student Growth	60.00	Lawrenceville
Jeff Moore	NJMEA State Music Convention	283.00	East Brunswick
Stacy Saia	NJASCD Annual Conference	149.00	Monroe

Full D. Extracurricular Activities

BE IT RESOLVED that Kyle Burke and Ed Sanderson are hereby approved as volunteer paraprofessional athletic aides for baseball.

Full E. Volunteers

BE IT RESOLVED that the following volunteer is hereby approved for the 2013/2014 school year: Susan Joyce

Full F. 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>
Gary Freeman	Teacher	\$80.00/day
Vicki Agnew	Teacher	\$70.00/day
Vicki Agnew	Teacher Assistant	\$60.00/day
Krista E. Venafro	Teacher	\$70.00/day

Full G. 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>
Deborah Falcone	EDL-520 Standards Based Curriculum Development K-12/ Thomas Edison College/ April 1-June 22, 2014	\$1,797

Full H. Student Teacher/Practicum

1. BE IT RESOLVED that approval is hereby granted for Curtis Wright, a student at Rutgers Camden, to do his student teaching at Palmyra High School under the guidance of Mrs. Sabrina Bonner from January 23, 2014 through May 9, 2014.
2. BE IT RESOLVED that approval is hereby granted for Francesca Greenwald, a student at Rutgers Camden, to do her practicum at Palmyra High School under the guidance of Mrs. Lorita Foster from January 27, 2014 through May 2, 2014.
3. BE IT RESOLVED that approval is hereby granted for Jessica Mellwig, a student at Rutgers Camden, to do her practicum at Palmyra High School under the guidance of Mr. Christopher Tracey from January 27, 2014 through May 2, 2014.

Full I. Additional Instructional Class

BE IT RESOLVED that approval is hereby granted for Mr. William Donley to forgo a preparation period for instruction purposes at the stipend rate of \$6,200 pro-rated, effective February 17, 2014.

14.02 Students

A. Homebound Instruction

Full BE IT RESOLVED that approval is hereby granted for student #6697609757 to receive homebound instruction beginning 1/20/2014.

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>
March 14, 2014	BCSSSD for Interact activities	Gr. 9-12/Mrs. Foster

Pal. 2. BE IT RESOLVED that the following field trips at Charles Street School are hereby approved:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
March 13, 2014	Burlington County Footlighters in Cinnaminson, NJ	Kindergarten/Ms. Hoffecker
March 19, 2014	Academy of Natural Sciences	Gr. 1/Mrs. Brooks
May 21, 2014	National Constitution	Gr. 5/Mrs. Michener, Mrs. Dowd, Mrs. Plym, Ms. Welsh

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

Full C. Surveys

BE IT RESOLVED that approval is hereby granted to conduct the following surveys by the School Climate Committee:

- School Climate Survey – Districtwide
- Olweus Anti-Bullying Survey – Elementary and High School Students

Full D. Student Activities

1. BE IT RESOLVED that approval is hereby granted to participate in the “Pasta for Pennies Program” from 2/10/14 to 2/28/14 whereby canisters will be placed in 8th period classrooms for donations to the Leukemia & Lymphoma Society. The class that has donated the most money will be rewarded with a pasta party by the Olive Garden.
2. BE IT RESOLVED that approval is hereby granted to hold the 2015 Prom at The Merion in Cinnaminson, NJ.
3. BE IT RESOLVED that the following fund raisers are hereby approved:
 - a. Class of 2015 – Mrs. Van Zandt
 - Chocolate covered pretzel sale – February 18-21
 - “Drawstring” Bags – March 1-31
 - Cinderella Cheesecake Sale – April 1-11
 - b. Student Council – Kathy McClure & Darlene Keller
 - America Red Cross Blood Drive – February 21
 - c. Youth & Government – Mrs. Reiss
 - “Hot Beverage” sale (hot chocolate, coffee, etc...) – February 14
 - d. PTA (date changes)
 - Mixed Bag fund raiser – March 5 to March 19
 - Spring Pictures – March 6

14.03 *Policy/Regulation

Full A. BE IT RESOLVED that the following new policies/regulations are given a second reading and adopted:

- | | |
|--------|---|
| 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

14.04 *School Calendar Adjustment 2013/2014

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

Snow Days (Schools Closed)

January 22, 2014

February 3, 2014

Scheduled Make-Up Days

June 19, 2014

February 17, 2014

14.05 Finance

Full A. Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of December 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 January, 2014	\$2,226,931.54
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Full *C. Secretary and Treasurer Report

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

Full *D. Transfers

BE IT RESOLVED that the transfers presented in the Expense Account Adjustment Report for January, 2014 are hereby accepted.

15. Fire/Crisis Drills

Charles Street School	1/13/14	1 minute, 45 seconds
	Tier I on 1/29/14	4 minutes, 20 seconds
Delaware Avenue School	Tier II on 1/10/2014	1 hour, 25 minutes
	1/31/14	53 seconds
Palmyra High School	1/15/14	1 minute, 48 seconds
	Tier I on 1/30/14	5 minutes, 30 seconds

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

18. Return from Executive Session
19. Meeting Adjourned.