



PALMYRA BOARD OF EDUCATION

PALMYRA, N.J. 08065

Brian J. McBride
Superintendent of Schools

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William R. Blatchley
*Business Administrator/
Board Secretary*

The Mission of the Palmyra Public School District is to work cooperatively with the available resources of home and community, including business and industry, to offer each child the educational opportunities that will enable him/her to function politically, economically, and socially in a democratic society and to fully facilitate their development within a safe and secure school

*+Document Provided
Added after meeting notice

AGENDA

February 11, 2015

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 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 6, 2015.

2 Moment of Silent Meditation

3 Salute to the Flag

4 Roll Call

Mr. Keith Austin, Vice President
Ms. Nancy Brett, President
Ms. Sandra Cintron
Ms. Lori Gilmore
Mr. John Gural
Mr. John Kay
Mr. Howard Norcross
Mr. John Quigg
Mr. Mark Russell
Mr. Warnock, Riverton Representative
Ms. Knudson, Beverly Representative
Mr. Gravano, Student Representative

5 Presentations

- 5.01 Students
- 5.02 Teachers/Educational Service Professionals of the Year

6 Reports

- 6.01 Superintendent
 - Violence, Vandalism, & Substance Abuse Report for Period 1
 - HIB Report for Period 1
- 6.02 Board Committees
 - 8.02a Policy & Curriculum
 - 8.02b Finance & Physical Plant
 - 8.02c Human Resources & Negotiation
- 6.03 Sending District Reports
 - 8.03a Beverly
 - 8.03b Riverton
- 6.04 Student Representative
- 6.05 PTA

7 Correspondence

- Letter from Riverton Board of Education reappointing Mr. Scott Warnock as the Riverton Representative to the Palmyra Board of Education
- Letter from Beverly City Board of Education reappointing Mrs. Mary Ellen Knudson as the Beverly Representative to the Palmyra Board of Education
- Thank you card from the Brett Family for flowers sent to honor the passing of Ms. Brett's father.

8 Public Forum for Agenda Items

The Board, pursuant to the Open Public Meetings Act, 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; however, the Board will give all comments appropriate consideration and will refer all initial requests and comments pertaining to the operation of the School District to the Superintendent.

9 Routine Business

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

- 9.01a +Enrollment Report – January, 2015
- 9.01b +Fire/Emergency Drills – January, 2015
- 9.01c +Health Report – January, 2015
- 9.01d +HIB Report – January, 2015
- 9.01e +Violence, Vandalism & Substance Abuse Report – January, 2015

- 9.01f Substitutes (pending approval by the Burlington County Office of Education):
Aprilanne McKenna, Teacher, \$70.00/day

- 9.01g Volunteers (pending criminal history review):
 - Baseball: Kyle Burke, Ed Sanderson, Paul Papenberg, Dennis Creter, Cody Leap
 - Softball: Moral Best, Amanda Pelkey, Gloria Lloren, Kim Wolfe
 - Track & Field: Natasha Esquerra
 - Boys Tennis: Dan Kelly

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

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

- 9.02a +Check Register for December 2014 representing hand and machine checks totaling \$1,800,861.90
- 9.02b +Check Register for January 2015 representing hand and machine checks totaling \$1,653,127.54
- 9.02c +Board Secretary's Report for November 2014 and the Treasurer's Report for November 2014 which have been found to be in agreement
- 9.02d +Board Secretary's Report for December 2014 and the Treasurer's Report for December 2014 which have been found to be in agreement
- 9.02e +Cafeteria Report for December 2014
- 9.02f +Cafeteria Report for January 2015
- 9.02g +Transfer Report for December 2014
- 9.02h +Transfer Report for January 2015
- 9.02i +Minutes of the Regular Meeting December 10, 2014
- 9.02j +Minutes of the Regular Meeting January 7, 2015
- 9.02k Travel and Professional Development

<u>Staff Member</u>	<u>Name/Date of Workshop</u>	<u>Workshop Cost</u>	<u>Workshop Location</u>
Christina Birch	ASAP Conference on 2/26-2/27/15	\$397.92	Atlantic City, NJ
Kristin Tyler	31 st Annual Winners Workshop: A Closer Look at the Year's 100 Best Books for Children, grades PreK-6 on 4/23/15	\$199.99	Voorhees, NJ

Roll Call Vote Full Board

Motion: _____

Second: _____

10 Old Business

11 Open Board Discussion

12 Closed Session – no Executive Session scheduled

13 Personnel

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

- 13.01a Approval for the following staff members to serve as chaperones for the Senior Trip: Laura Masich, Eric Mehler, Jennifer VanZandt, Ken Holloway
- 13.01b Clinical Practice/Student Teachers
 - Approval for Jacqueline Prior, a student from Rowan University, to do her clinical practice under the guidance of Tracy Wolf from January 20 through May 11, 2015.

- Approval for Adam George Fincke, a student at Rowan University, to do his student teaching/practicum under the guidance of Gail White from May 12, 2015 through the end of the school year.
- Approval is requested for the following students from Rowan University, to do their practicum with Mathematics teachers from February through May, 2015:
 - Jessica Lynn Beal
 - Heather Violet Cicero
 - Mitchell James Ciecierski
 - Nicholas John Daniello
 - Sarah A. Dawoud
 - Valerie Lynn Gambino
 - Alyssa Brooke Gautieri
 - Amy H. Kohlsaar
 - Shannon Ashley Miskey
 - Miranda Renee Pellicciotti
 - Antonio Pugliese
 - Ryan Steven Rainey
 - Meghan Nancy Ryan
 - Jessica Michelle Simber
 - Stephanie Van Twuyver
 - Ryan Michelle West
- Approval is requested for Joseph Rosato to complete his ESL practicum requirements at Charles Street School from January 20, 2015 through May 11, 2015.

13.01c Approve a salary adjustment due to completed graduate coursework, as per the Collective Bargaining Agreement, for Gina Lewis: from \$60,924 (MA, Step 9) to \$62,124 (MA+15, Step 9), effective 2/1/15.

Roll Call Vote Full Board

Motion: _____ Second: _____

13.02 BE IT RESOLVED that the following personnel actions affecting Charles Street School are hereby approved as recommended by the Superintendent:

13.02a Approval for Jessica Marie Smith, a student from Rowan University, to do her clinical practice under the guidance of Elizabeth Marron from January 20 through May 11, 2015.

Roll Call Vote Palmyra Board

Motion: _____ Second: _____

14 Business, Finance and Operations

14.01 Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of December 31, 2014, 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.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

14.02a All unit pricing specified to be paid as an “hourly wage” be adjusted in accordance with N.J.A.C. 12:56-3.1 to reflect the current state minimum hourly wage of not less than \$8.38 effective retroactively to January 1, 2015.

15 Policy and Curriculum

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

15.01a +Job Description – SAT Preparation Course Advisor

15.01b Field Trips

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
Feb. 18, 2015	BCC-Pemberton Campus	Gr. 9-12/Mr. Dyl
April 2, 2015	BCC-Mt. Laurel Campus	Gr. 12/Mrs. Crean
June 2, 2015	2015 NJFEA Conference	Gr. 11-12/Mrs. Patchel

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

15.01c Student Activities/Fund Raisers

- Dress Down Day on 2/27/15 to raise funds for Palmyra Players Music & Theater Club
- Interact food drive/dress down day on 2/20/15
- Sale of Chick-Fil-A sandwiches (Student Council-Kathleen McClure, Christina Birch) after school on Wednesdays from 2/25/15 through 6/10/15 to raise funds for leadership training camp.
- Dress Down Day (Post Prom Committee-Jill Croft) on 3/27/15 to raise funds for the Post Prom Party
- Sale of Gummy Bears (German Club-Katie DeMarco) from 3/2/15 to 3/31/15 in Room 11 at PHS to raise funds for club shirts as well as the end of year German meal.

15.01d Homebound Instruction

Approval for Mrs. Jamie Patchel to provide homebound instruction for student #8227547834 at a rate of \$30.00/hr.

15.01e +The Spring Sports Schedule is recommended for approval. Please note that games may be changed/added due to factors beyond our control such as weather, playoffs.

15.01f +Policies

- Discard the following Policies:
 - P 4152 Freezing or Reducing Wages
 - P 4434 Holidays

- Approve revised policies/regulations:
 - P 2622 Pupil Assessments
 - P 4420 Compensation and Benefits
 - P 5511 Dress and Grooming
 - R 5511 Student Uniform Dress Code
 - P 8210 School Year
- First reading of new policy 4412-B Compensation of Temporary Hourly and Per Diem Service Providers

15.01g +School Calendar

- Approve the revised 2014/2015 school calendar to reflect 5/22/15 as a make-up day for the school closing on 1/27/15 for snow.
- Approve the 2015/2016 school calendar.

Roll Call Vote Full Board

Motion: _____ Second: _____

15.02 BE IT RESOLVED that the following Policy and Curriculum actions affecting Charles Street School are hereby approved as recommended by the Superintendent:

15.02a Field Trips

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
March 30, 2015	New Jersey Statehouse	Gr. 4/Mrs. Falcone
May 13, 2015	Garden State Discovery Museum in Cherry Hill, NJ	Gr. 1/Ms. Hoffecker, Mrs. Brooks, Mrs. Stagliano, Ms. Quinn, Ms. Stevenson

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

15.02b Student Activities/Fund Raisers

PTA

- Spring Flower Sale (Kim Gillespie): March 11 – March 25, 2015
- Ice Cream Social (Tim Gillespie): May 29, 2015

15.02c Instruction

- Approval for student #335183124 to receive instruction from Education Inc. at a rate of \$35.00/hr. from 1/31/15 through 2/12/15.

Roll Call Vote Palmyra Board

Motion: _____ Second: _____

16 Public Forum for Additional Topics

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16.01 Recognition of members of the Public

16.02 Recognition of members of the Board

17 Adjournment

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

Time: _____