



# PALMYRA BOARD OF EDUCATION

## PALMYRA, N.J. 08065

Brian J. McBride  
*Superintendent of Schools*

Administrative Office  
301 Delaware Avenue  
856-786-9300  
FAX: 856-829-9638

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

**March 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 March 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

6 Reports

- 6.01 Superintendent  
 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

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 – February 2015  
 9.01b +Fire/Emergency Drills – February 2015  
 9.01c +Health Report – February 2015  
 9.01d +HIB Report – February 2015  
 9.01e +Violence, Vandalism & Substance Abuse Report – February 2015  
 9.01f Substitutes (pending approval by the Burlington County Office of Education):  
     • Mark Hollern, teacher, \$82.50/hr.  
     • Krista Venafro, teacher, \$82.50/hr.  
 9.01g Volunteers (pending criminal history review):  
     • Gina Horiates - CSS  
     • Elmer Adams - spring boys/girls track

**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 February 2015 representing hand and machine checks totaling \$2,218,076.05.  
 9.02b +Board Secretary's Report for January 2015 and the Treasurer's Report for January 2015 which have been found to be in agreement

- 9.02c +Cafeteria Report for February 2015  
 9.02d +Transfer Report for February 2015  
 9.02e +Minutes of the Regular Meeting February 11, 2015  
 9.02f Student Placements
- Student ID #8227547834 to attend Brookfield Elementary School for the remainder of the 2014/2015 school year at a tuition rate of \$49,680 pro-rated effective 2/17/15.
  - Student ID #2261196539 to attend Garfield Park Academy for the remainder of the 2014/2015 school year at a tuition rate of \$49,500 pro-rated effective 2/9/15.
  - Student ID #5603712692 to attend Garfield Park Academy for the remainder of the 2014/2015 school year at a tuition rate of \$49,500 pro-rated effective 2/9/15.
- 9.02g Travel and Professional Development
- | <u>Staff Member</u>  | <u>Name/Date of Workshop</u>  | <u>Workshop Cost</u> | <u>Workshop Location</u> |
|----------------------|---|----------------------|--------------------------|
| Jamie Patchel        | Increase Student Learning With Mobile Devices & the Best New Apps/3-20-15 | \$235                | Voorhees, NJ             |
| Jacqueline Stevenson | Non-Medication Treatments ADD-ADHD and the “Immature” Brain/4-29-15       | \$189.99             | Cherry Hill, NJ          |
| Jessica Mullan       | Guided Reading: Differentiating Using Small Group Instruction (K-2)       | \$229                | Voorhees, NJ             |
| Barbara Vieira       | Non-Medication Treatments ADD-ADHD and the “Immature” Brain/4-29-15       | \$189.99             | Cherry Hill, NJ          |
| Christina Stagliano  | Guided Reading: Differentiating Using Small Group Instruction (K-2)       | \$229                | Voorhees, NJ             |
| Renee Hoffecker      | Guided Reading: Differentiating Using Small Group Instruction (K-2)       | \$229                | Voorhees, NJ             |

### Roll Call Vote Full Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

10 Old Business  
Dress Code Policy

11 Open Board Discussion

12 Personnel

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

12.01a The Superintendent’s Contract for the period of July 1, 2015 through June 30, 2020 is hereby approved in accordance with N.J.A.C. 6A:23A-3.1.

12.01b Approve the Superintendent’s request to enroll in the Executive Educational Doctorate Program at Seton Hall University beginning April 2015 as per the terms and conditions set forth in the effective contract.

- 12.01c Approval is requested for Mr. Michael Knazek, a student teacher from Rowan University under the guidance of Mr. Jack Geisel, to conduct an Action Research Study at Palmyra High School as part of his graduation requirement.

### Roll Call Vote Full Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

12.02a	<u>Request to Enroll in Graduate Course and Apply for Tuition Reimbursement</u>		
	<u>Staff Member</u>	<u>Course/Dates/University</u>	<u>Reimbursement Cost</u>
	Kelliann Richardson	RDLG579 Content Area/ 5/26/15-8/20/15/TCNJ	Per the negotiated agreement

- 12.02b Approval is requested for an Unpaid Leave of Absence by Mary Ellen Rooney, Teacher Assistant at Charles Street School, from April 20-24, 2015.

### Roll Call Vote Palmyra Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

## 13 Business, Finance and Operations

### 13.01 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: \_\_\_\_\_

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

That the Palmyra Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$315,524 for the purpose of expanding the district's technology base to accommodate requirements imposed by PARCC to include technology infra-structure, the purchase of multiple new textbook series for grades K-12 as a part of refining, implementing and updating required curriculum changes, student testing and progress monitoring, and complying with the provisions of mandated programs such as teacher and principal evaluations. The district intends to complete said purposes by June 2016.

That the tentative 2015-2016 budget as presented in the budget documents attached to this agenda is approved and the Board Secretary is authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<b>General Fund</b>	<b>Special Revenues</b>	<b>Debt Service</b>	<b>Total</b>
<b>Total Expenditures</b>	15,642,869	507,032	1,290,406	17,440,307
<b>Less: Anticipated Revenue</b>	<u>7,009,080</u>	<u>507,032</u>	<u>342,248</u>	<u>7,858,360</u>
<b>Taxes to be Raised</b>	8,633,789	0	948,158	9,581,947

And to advertise said budget in the Burlington County Times in accordance with the form suggested by the State Department of Education and according to law; and

That a public hearing be held on April 29, 2015 at 7:00 p.m. in the Delaware Avenue School All Purpose room for the purpose of conducting a public hearing on the 2015-2016 budget.

### Roll Call Vote Full Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

#### 14 Policy and Curriculum

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

14.01a Field Trips

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
March 27, 2015	Franklin Institute	Gr. 10-12/Mrs. Gallagher, Mr. Yoon

14.01b +Approve the revised Bilingual/ESL Three Year Program Plan for 2014-2017

14.01c +Approve the Medicaid Initiative Action Plan

14.01d Approve the revised 2014/2015 school calendar as follows:  
6/18/15 as a make-up day for the school closing on 2/17/15;  
6/19/15 as a make-up day for school closing on 3/5/15

14.01e +Policies/Regulations

- Second reading and adoption of policy 4412-B Compensation of Temporary Hourly and Per Diem Service Providers
- Revised Policy 5511 Dress and Grooming
- Revised Regulation 5511 Dress and Grooming
- Revised Policy 4124 Employment Contract

14.01f Student Activities

- Career Fair at PHS on 4/17/15 with guest speaker, Peter Muir
- Class of 2015 – Night at the Phillies – May 11, 2015
- Renaissance Field Day on May 22, 2015

14.01g Student Fund Raisers

- Spanish NHS (Katie Salvo) to sell bracelets to benefit charity, A Yuda Bands, to raise money for education of children in Guatemala from 4/13 to 4/24/15.
- Interact Club (Lorita Foster) to have a dress down day on April 24<sup>th</sup> to raise funds for the Rotary Water Project-Life Straws.
- NHS (John Yoon) to hold bake sales on 3/30, 3/31 and 4/1/15;  
NHS (John Yoon) to have a dress down day on 4/2/15.

All money raised will be donated to the charity, "Pencils of Promise".

- Tennis Team (Frank Hiller) to hold a tennis serve-a-thon at Legion Field tennis courts on 3/27/15 to raise money for the tennis teams.
- Softball Team (Ken Miller) to sell Krispy Kreme Doughnuts and coffee on Wednesday or Thursday mornings in the auditorium during March, April and May.
- Softball Team (Ken Miller) to sell athletic socks with "Palmyra" and a "Panther" logo on them to raise funds for the team from March 16-30, 2015.
- Student Council (Kathy McClure/Christina Birch) to run a volleyball tournament that would consists of teams of PHS students on March 19, 2015 in the high school gymnasium to raise money for Leadership Training Camp (LTC).

**Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

14.02a Field Trips

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
March 30, 2015	New Jersey Statehouse	Gr. 4/Mrs. Falcone
May 4, 2015	Palmyra Nature Cove	Gr. 3/Ms. Richardson, Mrs. O'Connell, Mrs. Adams
June 11, 2015	Clementon Park	Gr. 6/Mr. Straeter

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

**Roll Call Vote Palmyra Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

15 Public Forum for Additional Topics

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15.01 Recognition of members of the Public

15.02 Recognition of members of the Board

16 Adjournment

**Voice Vote by Full Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: \_\_\_\_\_

Time: \_\_\_\_\_