



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 Closed Session

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 Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

WHEREAS, the regular meeting of the Board of Education will reconvene following the end of the closed session, approximately 8:00 p.m. this evening

NOW, THEREFORE, BE IT RESOLVED that the Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- _____ Any matter which, by express provisions of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public.
- _____ Any matter in which the release of information would impair a right to receive funds from the federal government.
- _____ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy.
- _____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collection bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public.
- _____ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.
- _____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection.
- _____ Any investigations of violations or possible violations of the law.
- _____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.
- X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public.
- _____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.

Voice Vote by Full Board

Motion: _____
 Second: _____
 Vote: _____

7 Return from Closed Session

Voice Vote by Full Board

Motion: _____
 Second: _____
 Vote: _____

- 8 Reports
 - 8.01 Superintendent
 - 8.02 Board Committees
 - 8.02a Policy & Curriculum
 - 8.02b Finance & Physical Plant
 - 8.02c Human Resources & Negotiation
 - 8.03 Sending District Reports
 - 8.03a Beverly
 - 8.03b Riverton
 - 8.04 Student Representative
 - 8.05 PTA

- 9 Correspondence
 Bread of Life Food Pantry

10 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.

11 Routine Business

- 11.01 BE IT RESOLVED that the following reports are hereby accepted and approved:
 - 11.01a +Enrollment Report – February 2015
 - 11.01b +Fire/Emergency Drills – February 2015
 - 11.01c +Health Report – February 2015
 - 11.01d +HIB Report – February 2015
 - 11.01e +Violence, Vandalism & Substance Abuse Report – February 2015
 - 11.01f Substitutes (pending approval by the Burlington County Office of Education):
 - Mark Hollern, teacher, \$82.50/day
 - Krista Venafro, teacher, \$82.50/day
 - 11.01g Volunteers (pending criminal history review):
 - Gina Horiates - CSS
 - Elmer Adams - spring boys/girls track

Voice Vote by Full Board

Motion: _____
 Second: _____
 Vote: _____

- 11.02 BE IT RESOLVED that the following reports are hereby accepted and approved:
 - 11.02a +Check Register for February 2015 representing hand and machine checks totaling \$2,218,076.05.

- 11.02b +Board Secretary’s Report for January 2015 and the Treasurer’s Report for January 2015 which have been found to be in agreement
- 11.02c +Cafeteria Report for February 2015
- 11.02d +Transfer Report for February 2015
- 11.02e +Minutes of the Regular Meeting February 11, 2015
- 11.02f 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.

11.02g 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: _____

12 Old Business
Dress Code Policy

13 Open Board Discussion

14 Personnel

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

14.01a 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.

14.01b 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.

- 14.01c 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: _____

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

14.02a	<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

- 14.02b 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: _____

15 Business, Finance and Operations

- 15.01 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: _____

- 15.02 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:

	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	15,642,869	507,032	1,290,406	17,440,307
Less: Anticipated Revenue	<u>7,009,080</u>	<u>507,032</u>	<u>342,248</u>	<u>7,858,360</u>
Taxes to be Raised	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: _____

16 Policy and Curriculum

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

16.01a Field Trips

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

16.01b +Approve the revised Bilingual/ESL Three Year Program Plan for 2014-2017

16.01c +Approve the Medicaid Initiative Action Plan

16.01d 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

16.01e +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

16.01f 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

16.01g 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 24th 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: _____

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

16.02a 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: _____

17 Public Forum for Additional Topics

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.

17.01 Recognition of members of the Public

17.02 Recognition of members of the Board

18 Adjournment

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

Time: _____