



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

APRIL 15, 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 April 2, 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 High School Science Department Donators

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

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 – March 2015
- 11.01b +Fire/Emergency Drills – March 2015
- 11.01c +Health Report – March 2015
- 11.01d +HIB Report – March 2015
- 11.01e +Violence, Vandalism & Substance Abuse Report – March 2015

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 March 2015 representing hand and machine checks totaling \$1,881,172.72
- 11.02b +Board Secretary’s Report for February 2015 and the Treasurer’s Report for February 2015 which have been found to be in agreement.
- 11.02c +Cafeteria Report for March 2015
- 11.02d +Transfer Report for March 2015
- 11.02e +Minutes of the Regular Meeting February 11, 2015-Revised
- 11.02f +Minutes of the Regular Meeting March 11, 2015
- 11.02g Student Placement

- Approval for student #3075413276 to continue placement at Burlington County Special Services School District for the remainder of the 2014/2015 school year, effective 4/1/15 at a tuition rate of \$37,345 pro-rated.

11.02h	Travel and Professional Development			
	<u>Staff Member</u>	<u>Name/Date of Workshop</u>	<u>Workshop Cost</u>	<u>Workshop Location</u>
	Stacy Saia	Educating Modern Learners on 4/20/15	\$149.00	Mullica Hill, NJ
	Rob Reimer	Educating Modern Learners on 4/20/15	\$149.00	Mullica Hill, NJ
	Joni Geiser	A Basic Guide to Intervention & Referral Services on 4/21/15	\$149.00	Monroe Twp., NJ

Roll Call Vote Full Board

Motion: _____ Second: _____

12 Old Business

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	<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>
	Lianne Kane	EDL 550 School Law/ April-June 2015/Thomas Edison and EDL 510 The Inquiry Process/ April-June 2015/Thomas Edison	Per the negotiated agreement
	Joseph Rosato	BLED 40522 Integrating Language & Content in ESL/BE/August 25, 2015 to October 20, 2015/Rowan	Per the negotiated agreement

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 Approval is requested for Ms. Bobbi Webb to take unpaid leave on May 21 and 22, 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 March 31, 2015, 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:

15.02a That the 2015-2016 budget as presented in the budget documents and approved by the Executive County Superintendent is approved;

	BUDGET	LOCAL TAX LEVY
General Fund	\$15,794,023	\$8,633,789
Special Revenue Fund	\$ 507,032	\$ 0
Debt Service Fund	<u>\$ 1,290,406</u>	<u>\$ 948,158</u>
Total	\$17,591,461	\$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: _____

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

15.03a That the Palmyra Board of Education does not require private schools to apply for and receive funding from the Child Nutrition Program for the 2015/2016 school year; and that the Palmyra Board of Education does not require private schools to charge students for reduced and/or paid meals during the 2015/2016 school year.

15.03b+ That Nutri-Serve Food Management Inc. be approved to provide food services management for the 2015/2016 school year, which is the third year of the current five year contract, in accordance with the terms and conditions of said contract, for a set fee not to exceed \$18,450.

15.03c+ That the Memorandum of Understanding between the Palmyra Public School District and the New Jersey Office of Emergency Management on behalf of the State of New Jersey, as a condition for the acceptance and expenditure of FEMA funding, be approved in accordance with the terms and conditions as stated in the documents attached to this agenda.

- 15.03d+ That the Corrective Action Plan resulting from the Consolidated Monitoring conducted in January of 2014 be approved for submission as presented.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

- 15.04a+ That the attached list of equipment, which has been determined to be of no educational or operational value based on age and condition, be disposed of in accordance with currently established procedures

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>
May 1, 2015	Malaga Restaurant in Hamilton Twp., NJ	Gr. 9-12/Mrs. Salvo
May 29, 2015	Sahara Sam's in Berlin, NJ	Gr. 7-8/Mrs. Trefz

16.01b Student Activities

PTA sponsored assembly, A History of American Pop Music, on May 15, 2015 for 7/8th grade.

16.01c Student Fund Raisers

- Student Council (Ms. McClure, Mrs. Birch) to have a Beauty Pageant/Talent Show on May 20, 2015 to raise money for the Summer Leadership Training Camp.
- Junior Student Council (Mrs. Bostock) to sell Boost Slushies after school from May 1 to June 12, 2015.
- PHS Marching Band (Mr. Moore, Mrs. VanEmburch):
 - to hold a car wash at Borough Hall on April 12, 2015 (rain dates are April 25 and May 8);
 - to sell Rita's Water Ice discount cards from May 19-June 2 and hold a spirit night for this fundraiser on April 21 or May 19, 2015.
- Class of 2017 (Ms. Masich) to hold a dress down day on May 15, 2015 to raise money for the Junior/Senior Prom and Senior Class expenses.

16.01d Policies/Regulations

- Approve as revised:
 - P 0134 Board Self Evaluation
 - P 0152 Board Officers
 - Procedure 2622 Student Assessment
 - P 3212 Attendance

- P & R 3218 Substance Abuse
- P & R 4218 Substance Abuse
- P & R 5200 Attendance
- P 5460 High School Graduation
- P 5465 Early Graduation
- P 8630 Bus Driver/Bus Aide Responsibility
- R 8630 Emergency School Bus Procedures
- First Reading
 - P 4212 Attendance

16.01e+ Job Description
 D21.1 Data and Instructional Coach

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	<u>Field Trips</u>		
	<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
	May 28, 2015	Paws Farm	Pre-K/Mrs. Pogoda
	June 16, 2015	Ronald McDonald House in Camden, NJ	Gr. 3/Mrs. Adams

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

- 16.02b Fund Raisers
- PTA (Dawn Guglielmucci, Mrs. Ehret) to sell yearbooks to students at Charles Street School.

Roll Call Vote Palmyra Board

Motion: _____ Second: _____

17 Public Forum for Additional Topics

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- 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: _____