



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 environment.

+Document Provided
*Added after meeting notice

AGENDA

OCTOBER 14, 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 October 9, 2015.

2 Moment of Silent Meditation

3 Salute to the Flag

4 Roll Call

Mr. Keith Austin, Vice President
Mrs. Laurie Beck
Ms. Nancy Brett, President
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

Students of the Month

6 Reports

- 6.01 Superintendent
- 6.02 Board Committees
 - 6.02a Policy & Curriculum
 - 6.02b Finance & Physical Plant
 - 6.02c Human Resources & Negotiation
- 6.03 Sending District Reports
 - 6.03a Beverly
 - 6.03b Riverton
- 6.04 Student Representative
- 6.05 PTA
- 6.06 Borough Liaison

7 Correspondence8 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 for September 2015
- 9.01b +Health Report for September 2015
- 9.01c +HIB Report for September 2015
- 9.01d +Violence, Vandalism & Substance Abuse Report for September 2015
- 9.01e +Fire/Safety Drills for September 2015
- 9.01f Volunteers:

Vicki Agnew	Kimberly Albright	Kristen Bachich
Laurie Beck	Maria Brenner	Cara Broadbelt
Joy Butler	Patricia Caban	Jennifer Crean
Jill Dowdy	Shelley Ferris	Dawn Guglielmucci
Erica Guglielmucci	Carlie C. Hammond	Maureen Haines
Kathy Hartman	Brittany Kane	Jennifer Kline
Jessica Lorenz	Amy Marker	Tracy McDonald
Jennifer Mossgrove	Helen Mulhern	Lisa Muir-Jablonski
Desanne Nazirides	Jacqui Nece	Tina Ott
Aundrey Peltz	Sue Ridgway	M.J. Rosica
Kathleen Russell	Dennis Russell	Karen Schneider
Nicole Shipley	Leeannwyn Stoner	Stephanie Toner
Hilary Weaver	Wendi Wence	Jen Young
Jennifer M. Pacek (paraprofessional athletic aide for soccer)		
- 9.01g Substitutes pending criminal history review:
Edward F. Williams, substitute teacher, \$70.00/day

Voice Vote by Full Board

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

- 9.02a +Check Register for September 2015 representing hand and machine checks totaling \$1,912,300.77.

- 9.02b +Board Secretary's Report for August 2015 and the Treasurer's Report for August 2015 which have been found to be in agreement.
- 9.02c +Transfer Report for September 2015
- 9.02d +Cafeteria Report for September 2015
- 9.02e +Minutes of Regular Meeting on September 9, 2015
- 9.02f Student Placements:
- Student #5603712692 to attend Garfield Park Academy for the 2015/2016 school year at a tuition rate of \$50,814 pro-rated, effective 9/30/15.
 - Student #6494467868 to attend Burlington County Special Services School District for the 2015/2016 school year at a tuition rate of \$40,334, effective September 8, 2015.
 - Student #9870573034 to have a 1:1 aide from 7/6/15 through 7/31/15 for ESY at a cost of \$3,200.00.
 - Student LSID #13081480 to receive Education Level I services from The New Jersey Commission for the Blind & Visually Impaired at a cost of \$1,694 from 9/4/15 through 6/30/16.
 - Student #13081480 to attend Kingsway Learning School in Haddonfield for the 2015/2016 school year at a tuition rate of \$53,764.20 pro-rated effective October 4, 2015.
- 9.02g Travel and Professional Development:
- | <u>Staff Member</u> | <u>Name/Date of Workshop</u> | <u>Cost</u> | <u>Location</u> |
|---|--|--------------|------------------|
| Samantha Crean | Organizing your AP Exam Administration 11/2/15 | \$265.00 | Philadelphia, PA |
| Karla O'Connell | Best Practices in Teaching & Assessing Elem. Math 12/8/15 | \$135.00 | Glassboro, NJ |
| Catherine Blatchley | Autism Conference for Educators | \$213.74 | Swedesboro, NJ |
| Jamie Patchel | Googlepalooza 10/27-28 | \$250.00 | Mullica Hill, NJ |
| Bill Donley,
Gail White,
Laura Masich &
Elizabeth Follis | Practical Strategies for a Highly Effective Co-Teach Model 12/3/15 | \$149.00 ea. | Mullica Hill, NJ |
| Arlene Dowd,
Amanda Ehret,
Michele Trefz,
Jamie Patchel &
Michele Reisinger | Co-Teaching Conference 12/7/15 | \$249.00 ea. | Cherry Hill, NJ |

Roll Call Vote Full Board

Motion: _____

Second: _____

10 Old Business

11 Personnel

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

11.01a Approve the termination of employee #172 effective 9/11/15.

- 11.01b +Appointments:
1. Appoint Mr. Michael Knazek as a Science teacher at Palmyra High School for the 2015/2016 school year at a salary of \$54,943 pro-rated (MA, Step 1) effective December 9, 2015 (or sooner due to 60 day contractual requirement).
 2. Appoint Mr. Michael O. Friedrich as a service worker in the Palmyra School District for the 2015/2016 school year at a salary of \$26,000 pro-rated.
 3. Appoint Ms. Leslie Dobbs as an Advisor for Central Detention at a rate of \$27.50/hr.
 4. Appoint Mrs. Jamie Patchel as a homebound instructor at a rate of \$30.00/hr. as per the PEA Agreement.
 5. Approve the following staff members to teach in the 3-7 program at a rate of \$30.00/hr. as per the PEA Agreement:

Sabrina Bonner	Dan Licata	Melanie Sharkey
Lindsay Brooks	Kim Martino	Jennifer VanZandt
Katie DeMarco	Laura Masich	Tracy Wolf
Lorita Foster	Joe Rosato	
Frank Hiller	Lauren Schmidt	
 6. *Stipend for Ms. Katie DeMarco - \$2,200 (extra prep period)

Roll Call Vote Full Board

Motion: _____ Second: _____

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

- 11.02a Appoint the following students as Student Counselors to the After School Care Program for the 2015/2016 school year at a rate of \$8.50/hr. for each hour worked:
- | | | |
|------------------|----------------|---------------|
| Angelo Champagne | David Schrader | Autumn Elliot |
| Jazmine Aguillon | Alyssa Coleman | |

- 11.02b Request to Enroll in Graduate Course and Apply for Tuition Reimbursement
- | <u>Staff Member</u> | <u>Course/Dates/University</u> | <u>Reimbursement Cost</u> |
|---------------------|---|------------------------------|
| Lauren Quinn | EDAM 27521/10-20-15 to 12-14-15/Rowan Univ. | per the negotiated agreement |

Roll Call Vote Palmyra Board

Motion: _____ Second: _____

12 Business, Finance and Operations

12.01 Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of August 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: _____

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

- 12.02a Approve the proposed settlement agreement referencing Docket No. L-2214-13 as presented and recommended by Madden & Madden, P.A. on behalf of the Palmyra Board of Education and Palmyra School District.
- 12.02b Approve and submit the Comprehensive Maintenance Plan and M-1 report for the 2015/2016 school year.
- 12.02c Authorize the creation of Student Activity Accounts for:
- Environmental Science Club
 - Drama Club (CSS)
 - Palmyra Players

Roll Call Vote Full Board

Motion: _____

Second: _____

13 Policy and Curriculum

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

- 13.01a Homebound Instruction:

- student #7259949882 beginning 9/29/15
- student #7067292990 beginning 9/22/15
- student #6065481594 beginning date to be determined
- *student #5714110713 beginning 10/12/15

- 13.01b Approve the following field trips:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject/Staff</u>
11/9/15	Harrison Auditorium UPenn	Spanish/Mrs. Salvo, Ms. Vaca
11/17/15, 1/12/16, 2/16/16	Cooper Trauma Center	Gr. 9-12/Mrs. Birch
12/13/15	Holocaust Awareness Museum in Phila., PA	Gr. 8/Ms. VanZandt

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

- 13.01c Approve the following fund raisers:

- Junior Student Council (Cheryl Bostock) to sell Gertrude Hawk chocolates from October 1st-June 1st
- The girls tennis team (Frank Hiller) to have a serve-a-thon from 10/26-10/28. Players will ask for donations/pledges and will serve as many balls as they can in 5 minutes.
- The girls tennis team (Frank Hiller) to sell rubber bracelets that say Palmyra Tennis on them for \$1.00
- Class of 2018 (Alex Torrance) to sell spirit week t-shirts from 10/15 to 10/23/15
- Palmyra Players Club:
 - Cast to sell tickets for the Palmyra Players performances from 1/1 to 3/13/16 at a cost of \$3.00 for students and \$5.00 for adults (Lisa Muir-Jablonski)
 - Palmyra Players Booster Parents (Renee Janowicz, Kim Robinson) to sell concessions during the Palmyra Players performances from 3/10 to 3/13/16

- Palmyra Soccer Club (Gina Tait):
 - Sell sweatshirts and blankets at home football games in October
 - Boys and girls soccer players to sell sandwiches/hoagies at the annual alumni game being held at Legion Field on 10/17.
- Student Council (Kim Martino, Kelly Gallagher):
 - Host a dodge ball tournament in the gym on 12/9, 12/10, 12/16 and 12/17; proceeds to go toward leadership training camp costs.
 - Sell Chic-Fil-A sandwiches and shakes every Wednesday after school beginning on 10/15/15 and ending on 6/16/16. The money raised would go to leadership training camp and the great adventure trip.
 - Sell magazines during the month of November to raise money for leadership training camp
 - Host a Homecoming Dance on 10/24/15 from 7PM-10PM in the high school gym and cafeteria. The money raised through ticket sales will be used to offset the expenses of running the dance such as the DJ and caterer.
 - Hold the annual American Red Cross blood drive on 2/19/15. Students and staff will be asked to donate blood.
 - Sell jingle bells at PHS from 12/14-12/23 to raise funds for the leadership training conference
 - Host Mr. PHS on 5/4/16 in the PHS auditorium to raise money for the summer leadership camp.
 - Penny wars competition from 10/19-10/23 in PHS. The Student Council will have jars to collect money for state charity and for leadership training camp.
- Spanish NHS (Katie Salvo)
 - Bake sales on 10/21, 10/28, 11/18, 12/16, 1/20, 2/24, 3/23, 4/20, 5/25 and 6/7 in the high school cafeteria hallway and main office hallway to raise funds for the Spanish NHS
 - Taco sales on 11/23, 11/24, 2/10 and 2/11 in the high school cafeteria to raise funds for Spanish NHS
 - Participate in USO Operation Stocking Stuffer and collect goods that will be placed in stockings to be sent to our troops
 - Dress Down Days on 10/15, 11/4 and 1/16 to support the USO stocking drive for troops and offset the \$600.00 to ship the stockings
- Palmyra Baseball Club (Dan Licata)
 - Sell t-shirts and sweatshirts to raise money for extra training and equipment from 10/15-12/23.

13.01d Accept the following donated items:

- Epson Projector
- Simple Projector
- Jenga Blocks
- Three full length DVD's for Environmental science: *"Recycling, 100 degrees, and The Cove"*.
- Electronic analytical balance

Roll Call Vote Full Board

Motion: _____

Second: _____

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

- 13.02a +Submission of the following documents to the Burlington County Office of Education for approval:
- Nursing Services Plan 2015/2016
 - Palmyra School District Health Plan 2015/2016
- 13.02b Second reading and adoption of the following new policy:
P 8550 Outstanding Food Service Charges
- 13.02c Approve the District Goals and Objectives for 2015/2016:
1. Enhance the academic learning environment for all students by creating an environment of continuous improvement and a culture of learning utilizing growth objectives and individual student progress through improved student engagement and accountability with technology, enhanced curriculum and articulation, and dynamic teacher instruction and accountability.
 2. Solidify fiscal processes and outcomes which maximize resource allocation through maintaining and improving our facilities and effecting student learning in order to position the Palmyra School District as a state of the art showcase district within the county and state.
 3. Continue to expand overall school climate and culture so that the whole student is enriched socially, emotionally, and academically.
 4. Encourage interaction and support of the Palmyra/Riverton/Beverly communities by increasing communication, community involvement, and support from the entire “Panther” family.
- 13.02d Approve the Palmyra Board of Education Goals and Objectives for 2015/2016:
1. Continue to expand communications within the board and with the school and community stakeholders including sending districts.
 2. Achieve Board Certification through NJSBA by spring 2017. (The board will need 18 credits to achieve Board Certification.)
 3. Continue to maintain and revise the policy manual.
 4. Complete the CSA evaluation in a timely manner and in accordance with statute/code by utilizing the Evaluation Process Calendar.
- 13.02e +Approve the 2015/2016 QSAC Statement of Assurance.
- 13.02f +Accept the findings from the New Jersey Department of Education regarding the Corrective Action Plan in response to the Consolidated Monitoring Report.
- 13.02g Accept the following revised curriculum:
- | | | |
|---------------|---|---------------------------------------|
| AP Biology | SAT Math Prep | American Law |
| AP Chemistry | SAT English Prep | Public Speaking |
| Genocide | Exploring the Hero’s Journey | Applied Mathematics |
| Astronomy | Human Anatomy & Forensics II | Digital Media/Design Survey 7/8 |
| Meteorology | Introduction to Sports Medicine | Digital Media & Design Specialization |
| Modern Poetry | (M.S. elective for 16-17) | |
| Accounting II | Business Law | Gr. K Social Studies |
| Algebra II | Life Skills | Gr. K Science |
| Spanish II | 7 th Grade English (Writing) | Computers K-6 |

Roll Call Vote Full Board

Motion: _____

Second: _____

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

13.03a Approve the following fund raisers:

- Palmyra Art Club (Lisa Muir-Jablonski) to hold a wreath decorating contest on 11/25/15. The wreaths will be judged at the PHS craft sale and sold as a fundraiser on 12/15/15.

13.03b Approve the following field trips:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject/Staff</u>
10/20/15	Mt. Laurel Animal Hospital	Gr.4/Mrs. Falcone
10/21/15	Mt. Laurel Animal Hospital	Gr. 4/Mrs. Michaels
10/22/15	Mt. Laurel Animal Hospital	Gr. 4/Ms. Odgers
10/22/15	Johnson's Corner Farm	K/Ms. Adamczyk, Ms. Marron, Mrs. Mills

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: _____

14 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.

14.01 Recognition of members of the Public

14.02 Recognition of members of the Board

15 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 7:45 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:

 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.

- Evaluation of the Superintendent

BE IT FURTHER RESOLVED that the afore stated meeting shall be closed to the public for the reasons set forth above, in accordance with the OPEN PUBLIC MEETINGS ACT and 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. Upon its return from closed session, the Board will not take action.

Voice Vote by Full Board

Motion: _____
 Second: _____
 Vote: _____

16 Return from Closed Session

Voice Vote by Full Board

Motion: _____
 Second: _____
 Vote: _____

17 Adjournment

Voice Vote by Full Board

Motion: _____
 Second: _____
 Vote: _____
 Time: _____