



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 environment.

+Document Provided
*Added after meeting notice

AGENDA

NOVEMBER 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 November 4, 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 October 2015
- 9.01b +Health Report for October 2015
- 9.01c +HIB Report for October 2015
- 9.01d +Violence, Vandalism & Substance Abuse Report for October 2015
- 9.01e +Fire/Safety Drills for October 2015
- 9.01f Volunteers:

Wesley Allen	Nina DeLura	Dolly Guzman
Heidi Kane	Christina McCoy	Steve Miller
Yasemin-Ozer Sayin	Kimberly Quigg	Lisa Spezzano
Cheryl Steinheiser	Linda Yansick	
- 9.01g Paraprofessional Athletic Aides pending criminal history review:
 - Chris Geisel, Burak Ekiz – Wrestling
 - Walt Hoover – Middle School Girls Basketball
 - Moral Best – High School Girls Basketball
- 9.01h Substitutes pending criminal history review:

Rileigh Ruff	Teacher	\$70.00/day
Renee Thorn	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 October 2015 representing hand and machine checks totaling \$1,820,443.67
- 9.02b +Board Secretary's Report for September 2015 and the Treasurer's Report for September 2015 which have been found to be in agreement.
- 9.02c +Transfer Report for October 2015
- 9.02d +Cafeteria Report for October 2015
- 9.02e +Minutes of Regular Meeting on October 14, 2015

9.02f

Travel and Professional Development:

<u>Staff Member</u>	<u>Name/Date of Workshop</u>	<u>Cost</u>	<u>Location</u>
Kristin Tyler	Revitalizing your Library Space to Enhance your Library Program 1/12/16	\$239.00	Voorhees, NJ
Stacy Pogoda	2016 Conference for PreK Teachers 2/24-2/25/16	\$388.00	Atlantic City, NJ
Eric Mehler	Rethinking the Algebra I/II Curriculum 12/17/15	\$135.00	Glassboro, NJ
Casey Welsh	Practical Ways to Reach Students Who Don't Care About School or Achievement 12/18/15	\$239.00	Voorhees, NJ
Devon Murtagh	Practical Strategies for a Highly Effective Co-Teach Model 12/3/15	\$149.00	Cherry Hill, NJ
Lianne Kane	Special Ed Law Made Simple 12/8/15	\$359.00	Mt. Laurel, NJ
Jennifer VanZandt	Meet & Exceed your State Standards for Writing 2/29/16	\$239.00	Voorhees, NJ
Stacy Saia	Curriculum Essentials for Modern Times 11/23/15	\$149.00	Monroe, NJ
Stacy Saia	Demystifying PARCC Reports 12/3/15	\$149.00	Monroe, NJ
CJ Blatchley	Practical Writing Strategies 12/11/15	\$246.87	Voorhees, NJ
Dan Licata	Bringing Social Studies to Life: Using Best Practices in Literacy Instruction to Deepen Comprehension (3-8) 11/12/15	\$149.00	Monroe, NJ
Michele Reisinger	Help Your Students Write Better Research Papers 11/23/15	\$239.00	Voorhees, NJ
Rick Dreby	School Safety & Security Plan Training 12/10/15	\$25.42	Woodbury, NJ
Jenna Mackey	Powerful Strategies to Help Struggling Readers Better Achieve State Standards 12/9/15	\$239.00	Voorhees, NJ
Mary DelRossi-Bishop	Practical Strategies to Address the Challenges of Today's School Nurse 1/20/16	\$239.00	Voorhees, NJ
Linda Plym	Elementary Educator's Symposium 12/4/15	\$166.98	Swedesboro, NJ
Jeff Moore	Travel to All South Jersey Choir Auditions 11/21/15	\$24.49	Woodstown, NJ
Jeff Moore	Travel to All South Jersey Senior High Band Auditions 12/12/15	\$8.06	Voorhees, NJ
Gina Lewis	Best Practices in Assessment & Treatment of Children, Adolescents & Families 12/11/15	\$149.00	Swedesboro, NJ

Roll Call Vote Full Board

Motion: _____

Second: _____

10 Old Business11 Personnel

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

11.01a +Appoint Ms. Diane L. Torres as Administrative Assistant to the Business Administrator for the 2015/2016 school year at a salary of \$35,000 pro-rated, effective 12/1/2015.

11.01b Appoint Mr. Christopher Tracey as the Assistant Principal at Palmyra High School at a salary of \$83,500 pro-rated, effective _____.

11.01c Appoint _____ as an English Teacher at Palmyra High School at a salary of _____ pro-rated, effective _____.

11.01d Appoint _____ as a Social Studies Teacher at Palmyra High School at a salary of _____ pro-rated, effective _____.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

11.02a Appoint Ms. Stacy Saia as After School Care Academic Planner for the 2015/2016 school year at a stipend of \$2,000, effective 11/16/2015.

11.02b Appoint Ms. Devon Murtagh and Ms. Kristin Tyler as the After School Care Academic Coordinators for the duration of the 2015/2016 Core Learning Program at an hourly rate of \$32.50 for all hours worked, not to exceed \$5,100.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

11.03a Appoint the following staff members as homebound/supplemental teachers for the 2015/2016 school year at a rate of \$30.00/hr. as per the PEA Agreement:
Lauren Schmidt, Devon Murtagh, Elizabeth Follis

11.03b Appoint Mr. Steven H. Sinclair as a bus driver for the 2015/2016 school year to be utilized on an as need basis for the 2015/2016 school year at a rate of \$19.00/hr. pending criminal history review.

Roll Call Vote Full Board

Motion: _____ Second: _____

12 Business, Finance and Operations

12.01 Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of September 30, 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 Accept and approve for submission the District Report of Transported Resident Students.

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 +Accept the findings from the New Jersey Department of Education regarding the revised QSAC District Improvement Plan (DIP) in the area of instruction and program.

13.01b +Accept the Business Administrator's merit goals for 2015/2016 as approved by the Burlington County Superintendent of Schools.

13.01c Adjust the 2015/2016 district calendar to reflect Fitness Day at Charles Street as 6/3/16 (previously approved as 6/10/16) due to scheduling conflicts.

13.01d Approve The Learning Well for Functional Behavior Assessments, Behavioral Consultants and Behavioral Consultant Behavioral Analyst for the 2015/2016 school year.

13.01e Homebound Instruction:

- student #7039586670 beginning 10/13/15
- student #8871312832 beginning 11/9/15

13.01f Allow student #6517020347 to compete in the BCSL Swim Open at Burlington County College on January 29, 2016 and any of the NJSIAA open competitions that she may qualify for under the guidance of Mr. Michael Papenberg and Mrs. Danielle Willard as volunteers.

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 +Approve the job description for After School Care Academic Planner (#E17)
- 13.02b Approve the following fund raisers:
- Environmental Science Club (Kelly Gallagher)
Collect old electronic equipment and send them to Planet Green Recycle from 11/12/15 to 6/1/16. The company will donate money for each item collected.
 - Class of 2016 (Eric Mehler)
Run the basketball concession stand in the cafeteria during home boys and girls basketball games. Money raised will go towards the 2016 Disney trip.
 - German Club (Katie DeMarco)
Sell gummy bears and Advent Calendars from 11/2/15-12/1/15 to help raise funds for class trips throughout the year.
 - Class of 2018 (Alex Torrance)
Sell discount cards (thediscountcard.com) at the PHS craft fair on 12/5/15 to raise money for the class of 2018.
 - 8th grade class (Jen VanZandt)
 - Sell Turkey Grams from 11/9-11/25 in PHS to raise money for their class trip to the Philadelphia Holocaust Museum.
 - Teacher dress down day in PHS on 11/13/15 to raise money for their class trip to the Philadelphia Holocaust Museum.
 - Hold a bake sale on 11/18/15 in PHS to raise money for their class trip to the Philadelphia Holocaust Museum.
 - The Palmyra Soccer Parents (Gina Tait)
 - Sell “Palmyra” scarves to raise money for the boys and girls soccer teams. The scarf sale would take place from 11/11 until all scarves have been sold.
- 13.02c Accept the following donated items:
- HP Laser Jet Pro 400 MFP for the high school Nurse’s office
- 13.02d Approve the Palmyra Junior Wrestling Club to clean and paint the Palmyra High School pit as a community service project.
- 13.02e +Approve the Winter Sports Schedules as submitted.
- 13.02f Approve the formation of the Palmyra Gay Straight Alliance under the guidance of volunteer staff advisors: Sabrina Bonner, Katie DeMarco, Lindsay Brooks, Samantha Crean
- 13.02g Approve the formation of an FTC FIRST Robotics Club at Palmyra High School serving students in grades 7-12.

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 PTA (Kathy Hartman)
Sell snacks during indoor soccer games at CSS on the following dates:
1/2, 1/9, 1/16, 1/23, 2/6, 2/20 and 2/27
 - Student Council Activities during the month of December (Mr. Pease/Ms. Geiser)
-Dress Down Day at a cost of \$5.00

- Student Council Members will collect change from classrooms
- Flyer sent home in student packet to solicit small donations from able families

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 Adjournment

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

Time: _____