



PALMYRA BOARD OF EDUCATION

PALMYRA, N.J. 08065

Brian J. McBride
Superintendent of Schools

Administrative Office
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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

REORGANIZATION AGENDA January 6, 2016

The Board Secretary will act as temporary chair to conduct the meeting prior to the election of the President and Vice President of the Board.

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 December 23, 2015.

2 Moment of Silent Meditation

3 Salute to the Flag

4 Official Election Results

Three Year Term

Nicolas Sarracino	1019
John Kay	981
Amy Austin	27
Karen Bullock	8
James Alturo	8
Personal Choice	81

One Year Unexpired Term

Laurie Beck 1085

- 5 The Board Secretary administers the oath of office to elected members: Mr. Kay, Mr. Sarracino, Ms. Austin and Ms. Beck.

6 Roll Call

Mr. Keith Austin
 Ms. Amy Austin
 Ms. Laurie Beck
 Ms. Nancy Brett
 Mr. John Kay
 Mr. Howard Norcross
 Mr. John Quigg
 Mr. Mark Russell
 Mr. Nicolas Sarracino
 Mr. Warnock (Riverton Representative)
 Ms. Knudson (Beverly Representative)
 Mr. Gravano (Student Representative)

- 6.01 Board Secretary opens nominations for President of the Palmyra Board of Education and conducts vote.

*The Board Secretary relinquishes the chair to the Board President

- 6.02 Board President opens nominations for Vice President of the Palmyra Board of Education and conducts vote.

7 Presentations

- 7.01 Audit Presentation
 7.02 Students of the Month
 7.03 PACE Committee
 7.04 Teachers/Educational Service Professionals of the Year:
- Karla O'Connell
 - Barbara Vieira
 - Sabrina Clark-Bonner
 - Kimberly Martino

8 Reports

- 8.01 Superintendent

8.01a Elevate Education Pilot Program

- 8.02 Board Committees

As a part of the reorganization process the Board President will appoint or affirm committee assignments prior to the next scheduled committee meeting date of January 20th, 2016.

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

8.06 Borough Liaison

9 Correspondence

*Board member representation for send/receive districts

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 for December 2015

11.01b +HIB Report for December 2015

11.01c +Fire/Safety Drills for December 2015

11.01d +Violence, Vandalism, Substance Abuse Reports for December 2015

11.01e Palmyra Arts Club Volunteers:

Christine Cox	James Cox	Jill Croft
Walter Croft	Kathy Hartman	Scott Hartman
Jon Janowicz	Renee Janowicz	Sue Kay
Sharon Lake	Stephen Lake	Karen Jendrzewski
Kim Robinson	Wendy Stocker	Linda Yansick

11.01f Substitutes:

Joan R. Collazo, Teacher, \$70.00/day

Heather Thress, Homebound Instructor to be utilized as needed, \$30.00/hr.

Benjamin Nixon, Bus Driver to be utilized as needed, \$19.00/hr.

Sabrina Brinkley, night shift custodian,

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

11.02a +Minutes of December 9, 2015

11.02b +Board Secretary and Treasurer's Reports for November 2015 which have been found to be in agreement.

11.02c Travel and Professional Development:

<u>Staff Member</u>	<u>Name/Date of Workshop</u>	<u>Cost</u>	<u>Location</u>
Robert Reimer	TechSpo Convention 1/29-30	\$553.72	Atlantic City, NJ
David Ritchie	TechSpo Convention 1/29-30	\$553.72	Atlantic City, NJ
Stacy Saia	TechSpo Convention 1/29-30	\$420.00	Atlantic City, NJ
Jeff Moore	Travel to All State Band Auditions 1/23	\$42.16	Edison, NJ
Jeff Moore	Travel to All South Jersey HS Band Rehearsal/Concert 1/15, 17	\$18.91	Glassboro, NJ
Jeff Moore	Travel to All South Jersey Choir Rehearsal/Concert 1/31	\$9.30	Voorhees, NJ
Jeff Moore	Travel to NJMEA State Music Convention with All State Choir Rehearsal/Concert 2/18-20	\$120.00	East Brunswick, NJ
Kim Martino	NJ State Assoc. of Student Councils 12/14	\$25.42	Monmouth, NJ
Joe Rosato	2016 NJTESOL/Southwestern Regional Conference 12/6	\$65.00	Glassboro, NJ
Barbara Vieira	Identify Reading Problems & Target Instruction to Help Struggling Readers 3/7-8	\$645.00	Voorhees, NJ
Lynn Mills	2016 Conference for NJ Kindergarten Teachers 2/22-23	\$425.20	Atlantic City, NJ

12 Old Business - None13 Personnel

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

13.01a Approve the Superintendent's request to enroll in the Educational Doctorate Program at Stockton University effective January 22, 2016 as per the terms and conditions set forth in the effective contract.

13.01b Approve Sabrina Clark-Bonner as a homebound instructor for 2015/2016 at a rate of \$30.00/hr.

13.01c +*Accept the letter of intent to retire from Ms. Elizabeth Marron effective 7/1/16.

14 Business, Finance and Operations14.01 Certification

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

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

14.02a Accept the 2014/2015 audit as presented and discussed. A copy of the audit summary has been made available to the public and for distribution.

14.02b Accept the audit recommendations as presented and discussed.

14.02c +Approve the 2014/2015 corrective action plan, signed by the Superintendent and the School Business Administrator as presented and discussed.

Roll Call Vote Full Board

Motion: _____

Second: _____

15 Policy and Curriculum

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

15.01a That the Board hereby adopts the current Board policies, procedures and practices and all current appointments and contracts currently in force through the end of the 2016 calendar year.

15.01b That the following list of dates for the regular meetings of the Palmyra Board of Education are hereby approved by the Board until the next reorganization meeting as per Board of Education Policy.

Official Public Meetings

All such meetings are to be held on the second Wednesday of each month at 7:00 p.m. in the Delaware Avenue All Purpose Room, 301 Delaware Avenue, Palmyra, New Jersey 08065, except where noted. Action will be taken at these meetings.

2016 Board Meeting

6 January (Reorganization)
 10 February
 9 March (Preliminary budget approval – tentative)
 13 April (Budget adoption - tentative)
 27 April (Budget hearing - tentative)
 11 May (Meeting to be held at CSS All Purpose Room)
 8 June
 July - No Meeting
 10 August
 14 September
 12 October

2016 Committee Meeting

20 January
 17 February
 23 March
 20 April

 25 May

 20 July
 24 August
 28 September
 26 October

9 November
 14 December (Meeting to Be Held at PHS Auditorium)
 4 January 2017 (Reorganization)

21 November

Roll Call Vote Full Board

Motion: _____

Second: _____

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

15.02a Approve student #8620384728 to attend Burlington County Alternative High School for the remainder of the school year at a tuition rate of \$18,678 pro-rated effective 12/4/15.

15.02b Approve the following field trips:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject/Staff</u>
1/8/16 (rescheduled from 12/13/15)	Holocaust Awareness Museum in Phila., PA	Gr. 8/Ms. VanZandt
*1/17/16	Millstone River School in Plainsboro, NJ	Robotics Club/Mr. Yoon
2/2/16	Rowan College at Burlington County (RCBC) Pemberton Campus	Gr. 9-12/Consumer Affairs Club/Mr.Dyl

15.02c Approve the U.S. Army to lead high school physical education classes in the high school gym on January 19, 2016 for grades 9-12 under the supervision of PHS Health/PE certified teachers.

15.02d Approve the following fund raisers:

- Palmyra Wrestling (Jack Geisel)
 - Sell refreshments in the PHS cafeteria during all home matches (12/21, 12/30, 1/6, 1/9, 1/20, 1/30, 2/3, 2/6 and 2/11)
- Class of 2017 (Laura Masich)
 - Hold bake sales after school on 1/19, 2/16, 3/15
 - Sell Wawa hoagie coupons for \$4.00 each until they run out of coupons (sale would begin immediately after approval)
- Palmyra Arts Club
 - Broadway Breakfast 1/1 to 1/10 (Renee Janowicz)
 - T-Shirt Sale 1/1 to 3/15 (Lisa Jablonski)
- Gay Straight Alliance (Katie DeMarco, Sabrina Bonner, Chris Tracey, Lindsay Brooks)
 - Bake sale 1/22

15.02e Approve homebound instruction, in accordance with Policies 2412 and 2481, for the following students:

- student #9102312028
- student #8259026857

15.02f Approve the ninth grade pilot of the Elevate Education Program for the remainder of the 2015/2016 school year at a cost of \$2,775.00.

Roll Call Vote Full Board

Motion: _____

Second: _____

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

- 15.03a Approve the following field trips:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject/Staff</u>
3/9/16	Memorial School Cinnaminson, NJ for Brain Drain	Gr. 4 G&T/Mrs. Falcone

- 15.03b Approve homebound instruction, in accordance with Policies 2412 and 2481, for the following students:

- student #1012788434
- student #3351831245

- 15.03c *Approve the transfer out of district of student #8379068616 for homeschooling.

Roll Call Vote Palmyra Board

Motion: _____

Second: _____

16 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.

16.01 Recognition of members of the Public

16.02 Recognition of members of the Board

17 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 9:00 pm 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 collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public.
- Negotiations between the Palmyra Board of Education and the Palmyra Education Association
- X 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.
- Litigation update
- 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 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 at a public meeting.
- Personnel

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. No action will be taken.

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

Time: _____

18 Return from Closed Session

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

Time: _____

19 Adjournment

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

Time: _____