



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

February 10, 2016

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 February 5, 2016.

2 Moment of Silent Meditation

3 Salute to the Flag

4 Roll Call

Ms. Amy Austin
Mr. Keith Austin, Vice President
Mrs. Laurie Beck
Ms. Nancy Brett, President
Mr. John Kay
Mr. Howard Norcross
Mr. John Quigg
Mr. Mark Russell
Mr. Nicolas Sarracino
Mr. Warnock, Riverton Representative
Beverly Representative
Mr. Gravano, Student Representative

5 Presentations

5.01 Students of the Month

- 5.02 Multicultural Day Assembly Program by Ms. Kayla Kearney
- 5.03 Prototype Panthers Robotics Team

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 Correspondence – Memorandum of Agreement with Law Enforcement

8 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 January 2016
- 9.01b +Fire/Safety/Bus Drills for January 2016
- 9.01c +Health Report for January 2016
- 9.01d +HIB Report for January 2016
- 9.01e +Violence, Vandalism & Substance Abuse Report for January 2016
- 9.01f Substitutes pending criminal history review:

Elise Armstrong	Teacher	\$70.00/day
Travis DiMartino	Teacher	\$70.00/day
Amanda Pelkey	Teacher	\$70.00/day
Tara Gee	Teacher	\$82.50/day
Steven Ferrado	Custodian	\$76.00/day

9.01g Paraprofessional Athletic Aides pending criminal history review:

- Aaron MacKenzie-Baseball
- Kyle Burke-Baseball
- Ed Sanderson-Baseball
- Amanda Pelkey-Softball
- Moral Best-Softball
- Dan Kelly-Boys Tennis

Voice Vote by Full Board

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

- 9.02a +Check Register for December 2015 representing hand and machine checks totaling \$2,113,941.07 and for January 2016 representing hand and machine checks totaling \$1,850,102.89

- 9.02b +Board Secretary's Report for December 2015 and the Treasurer's Report for December 2015 which have been found to be in agreement
- 9.02c +Transfer Report for December 2015
- 9.02d +Cafeteria Report for December 2015 and January 2016
- 9.02e +Minutes of Reorganization Meeting on January 6, 2016
- 9.02f Travel and Professional Development:

<u>Staff Member</u>	<u>Name/Date of Workshop</u>	<u>Cost</u>	<u>Location</u>
Nancy Brett	NJSBA Bargaining at the Table on 1/30/16	\$223.00	Monroe, NJ
Kristin Tyler	Google Educator Certification Boot Camp on 2/29-3/1/16	\$300.00	Mullica Hill, NJ
Gina Lewis	Assessment & Intervention for Executive Function Difficulties on 3/4/16	\$149.00	Mullica Hill, NJ
Stacy Saia	Using Gamification to Strengthen Student Learning & Engagement In the Content Areas on 3/10/16	\$239.00	Voorhees, NJ
Mark Pease	Executive School Leadership Topics on 3/7-3/8/16	\$299.00	Edison, NJ

Roll Call Vote Full Board

Motion: _____ Second: _____

10 Old Business - None

11 Personnel

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

- 11.01a +Appoint Mr. Aaron MacKenzie as a Health/PE teacher at a salary of \$51,068 pro-rated, effective 2/1/16.
- 11.01b Appoint Mr. Sean Brady as a Novice Teacher Mentor for Mr. Aaron MacKenzie.
- 11.01c Approve Mr. Alan Springel as a homebound teacher for the remainder of the 2015/2016 school year at a rate of \$30.00/hr. as per the PEA Agreement.
- 11.01d Approve Mrs. Stacy Pogoda as After School Academic Staff at a rate of \$32.50/hr. for each hour worked in accordance with program requirements.
- 11.01e Appoint Ms. Jeanne C. Barber as the Affirmative Action Officer for the 2016/2017 school year.

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 Approve a salary adjustment for Mr. Daniel Licata from \$53,386 (BA, Step 5) to \$56,261 (BA+30, Step 5) to reflect completed graduate credits, effective 2/1/16.

- 11.02b Approve a salary adjustment for Mrs. Deborah Falcone from \$63,876 (MA+15, Step 10) to \$66,126 (MA+30, Step 10) to reflect completed graduate credits, effective 2/1/16.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

- 11.03a Approve an unpaid leave of absence for Mrs. Debra Lewis, teacher assistant, on April 21-22, 2016.

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 December 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: _____

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 +Approve the following Policies/Regulations:

- P & R 1240 Evaluation of Superintendent (revised)
- R 2624.01 Grading System Grades 9-12 (revised – effective 7/1/16)
- R 2624.02 Grading System Grades 6-8 (revised – effective 7/1/16)
- P & R 3221 Evaluation of Teachers (revised)
- P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers & Administrators (revised)
- P & R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals & Assistant Principals (revised)
- P & R 3224 Evaluation of Principals, Vice Principals, & Assistant Principals (revised)
- P 3431.1 Family Leave (revised)
- P 4431.1 Family Leave (revised)
- P 5337 Service Animals (new – first reading)

- 13.01b +Authorize the submission of the Comprehensive Equity Plan for 2016-17 through 2018-19 to the New Jersey Department of Education.

- 13.01c Approve the Elementary Secondary Education Act (ESEA) Accountability Action Plan 2015 Assurances Participation Rate.
- 13.01d Grant approval for Ms. Danielle Jones, a doctoral candidate at Wilmington University and a teacher at Delran High School, to conduct a dissertation survey at PHS beginning in February 2016.

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 creation of a student activity account for the Robotics Club.

- 13.02b Approve the following field trips:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject/Staff</u>
1/31/16	Hightstown High School for First Tech Challenge	Robotics Club/Mr. Yoon
2/10/16	Bossone Research Center at Drexel Univ.	Gr. 12/Mr. Springel
3/22-23	Teen Arts Festival at Rowan College at BCC Pemberton	Gr. 7-12/Mr. Budden
4/26/16	BCSSSD	Interact/Mrs. Foster
6/6/16	Liberty Lake in Bordentown, NJ	Gr. 7-8/Ms. VanZandt
6/22-6/30/17	Trip to Germany (EF Tours- no cost to the Board of Education)	Gr. 9-12/Ms. DeMarco

- 13.02c Approve the following fundraising activities:

- Marching Band (Jeff Moore)
 - Save Around Book Sale, 2/9 to 3/1
- “Doing Our Part to Save the Heart” (William Devlin): proceeds to go to the American Heart Association
 - Dress Down Days on 2/12 and 2/19
 - 2nd Annual Volleyball Classic on 2/26 after school
- German Club (Katie DeMarco). Money raised will offset costs for the upcoming trip to Germany.
 - Staff Dress Down Day on 2/12 at \$5.00 per staff member
 - Sell baked goods on 2/26
- Interact Club & Jr. Student Council (Cheryl Bostock)
 - Hold a food drive for the local food pantry on 2/19
- Palmyra Football Parents (John Geisel)
 - 5K Run/Walk through town around the harbor and back to the stadium on 3/24/16

- 13.02d Approve Homebound Instruction through Education Inc. for Student #7067292990 effective immediately.

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 field trips:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject/Staff</u>
3/22/16	Ben Franklin Museum, Liberty Bell	Gr. 4/Mrs. Falcone
4/14/16	Adventure Aquarium	Gr. 2/Ms. Blatchley, Mrs. Merrill, Ms. Marazzo, Mrs. Mackey
6/9/16	Great Adventure	Safety Patrol/Mr. Straeter

13.03b Approve the following activities at Charles Street School:

- Kindergarten Registration & Screening on April 15, 2016
- Multicultural Day Assembly Program on May 24, 2016 at Charles Street School as part of a Girl Scout Silver Award Project for Ms. Kayla Kearney, grade 7
- Kindergarten Student/Parent Orientation on June 9, 2016

13.03c Approve student #3351831245 to attend YALE School in Medford for the remainder of the 2015/2016 school year at a rate of \$46,236.60 prorated, effective 2/4/16.

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 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 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: _____

16 Return from Closed Session

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

Time: _____

17 Adjournment

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

Time: _____