



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

March 9, 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 March 4, 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 Grade 3 Student Presentation

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 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 which, by express provision of Federal Law, State Statute or rule of Court shall be rendered confidential or excluded from discussion in public.

 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

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.

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 | |
| | 6.01a | 2015/2016 Board of Education Goal Update |
| | 6.01b | Administrator Reports |
| | 6.01c | Superintendent's Report |
| 8.02 | Board Committees | |
| | 6.02a | Policy & Curriculum |
| | 6.02b | Finance & Physical Plant |
| | 6.02c | Human Resources & Negotiation |
| 8.03 | Sending District Reports | |
| | 6.03a | Beverly |
| | 6.03b | Riverton |

- 8.04 Student Representative
- 8.05 PTA
- 8.06 Borough Liaison

9 Correspondence

- Letter from Mr. Howard Norcross
- Letter from Ms. Geiser
- 3rd grade letters
- Evaluation Waiver Approval
- South Jersey Public Employee Charitable Campaign

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 February 2016

11.01b +Fire/Safety/Bus Drills for February 2016

11.01c +Health Report for February 2016

11.01d +HIB Report for February 2016

11.01e +Violence, Vandalism & Substance Abuse Report for February 2016

11.01f Substitutes pending criminal history review:

Travis DiMartino	Teacher	\$82.50/day (previously approved at \$70.00/day)
Rileigh Ruff	Teacher	\$82.50/day (previously approved at \$70.00/day)
Susan A.Vandine	Teacher	\$82.50/day
Olivia J. White	Teacher	\$70.00/day
*Leonard Lewis	Teacher	\$70.00/day
Ryan Deasy	Homebound Instructor	\$30.00/hr.

Voice Vote by Full Board

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

11.02a +Check Register for February 2016 representing hand and machine checks totaling \$2,104,734.25

11.02b +Board Secretary's Report for January 2016 and the Treasurer's Report for January 2016 which have been found to be in agreement.

11.02c +Transfer Report for January 2016

- 11.02d +Cafeteria Report for February 2016
- 11.02e +Minutes of Regular Meeting on February 10, 2016
- 11.01f Student Placements:
- Student #5942416006 to attend Garfield Academy for the remainder of the 2015/2016 school year at a tuition rate of \$50,814 pro-rated, effective 2/16/16.
 - Student #8259026857 to attend Brookfield Elementary School for the remainder of the 2015/2016 school year at a tuition rate of \$49,860 pro-rated, effective 2/16/16.
 - Student #1012788434 to attend Brookfield Elementary School for the remainder of the 2015/2016 school year at a tuition rate of \$49,860 pro-rated, effective 2/18/16.
- 11.02g Travel and Professional Development:
- | <u>Staff Member</u> | <u>Name/Date of Workshop</u> | <u>Cost</u> | <u>Location</u> |
|---------------------|---|-------------|-----------------|
| Tracy Wolf | Using Tech, Games, Apps, & Videos in the Mathematics Classroom, Grades 6-8 on 5/10/16 | 142.69 | Glassboro, NJ |
- 11.02h Accept Donations:
- PHS Soccer Booster Club (to be distributed equally between the boys' and girls' soccer teams):
 - 2 sets of Freekick man set
 - 2 sets of Veloce Evolution speed ladder
 - 40 Scrimmage Vests
 - 2 Kwik Goal Boards
 - 50 Kwik Goal Disc Cones
 - Various office supplies and furniture from Hoeganaes Corporation as facilitated by Ms. Tracy Wolf.

Roll Call Vote Full Board

Motion: _____ Second: _____

12 Old Business - None

13 Personnel

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

- 13.01a +Accept the resignation of Mr. Howard Norcross as a member of the Palmyra Board of Education effective March 1, 2016.
- 13.01b +Accept the letter of intent to retire from Ms. Joni Geiser, Assistant Principal at Charles Street School, effective 6/30/2016.
- 13.01c Request to Enroll in Graduate Course and Apply for Tuition Reimbursement:
- | <u>Staff Member</u> | <u>Course/Dates/University</u> | <u>Reimbursement Cost</u> |
|---------------------|--|---------------------------|
| Lianne Kane | EDL 500 Effective Leadership and EDL 510 The Inquiry Process/ April-June 2016/ Thomas Edison State Univ. | \$1,935.00 per course |

Roll Call Vote Full Board

Motion: _____ Second: _____

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

13.02a Accept the following students from Rutgers Camden for a Summer 2016 Practicum from 5/16 through 5/26/16 (make-up date of 5/27/16):

<u>Student</u>	<u>Cooperating Teacher</u>
Kary Hasbun	Stacy Pogoda
Maria Likogiannis	Lauren Quinn

13.02b *Approve unpaid leave of absence for Mrs. A. E. Nixon, teacher assistant, for March 8-9, 2016 due to a family emergency.

Roll Call Vote Palmyra Board

Motion: _____ Second: _____

14 Business, Finance and Operations

14.01 Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of January 31, 2016, 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:

That the tentative 2016-2017 budget as presented in the budget documents attached to this agenda is approved and the Board Secretary is authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	15,907,872	511,179	1,285,005	17,704,056
Less: Anticipated Revenue	<u>7,101,408</u>	<u>511,179</u>	<u>190,566</u>	<u>7,803,153</u>
Taxes to be Raised	8,806,464	0	1,094,439	9,900,903

BE IT FURTHER RESOLVED that a public hearing will be held on April 27, 2016 at 7:00 p.m. in the Delaware Avenue School All Purpose room for the purpose of conducting a public hearing on the 2016-2017 budget.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

Award the contract for **Replacement of Irrigation Pump and Control System** to Municipal Maintenance as specified and in accordance with the bid as submitted.

Pursuant to the Board solicitation, bids for the Replacement of Irrigation Pump and Control System were opened on March 3, 2016 by the School Business Administrator with the following result:

Municipal Maintenance bid	\$30,840.00
C. Stevenson and Son bid	\$31,440.00
Samuel Stothoff bid	\$39,727.00
A.C. Schultes bid	\$36,336.00

Roll Call Vote Full Board

Motion: _____ Second: _____

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

WHEREAS, P.L. 2007, c. 53 legislation, An Act Concerning School District Accountability, Section 15:6(p) requires that school districts establish a maximum travel expenditure amount for the upcoming 2016-2017 school year, and,

WHEREAS, the approved 2016-2017 budget of the Palmyra School District contains line item appropriations for travel expenditures for teaching staff, administrators, and Board of Education members, that the maximum travel expenditure amount for the 2016-2017 school year shall not exceed \$30,000.

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 +Approve the following Policies/Regulations:

P 5337	Service Animals (second reading/adoption)
P 3216	Dress and Grooming
P 4216	Dress and Grooming (first reading-new policy)

15.01b +Approve the Palmyra School District's 2016/2017 School Calendar

15.01c +Approval is requested to use 360Translations International, Inc. in Cherry Hill, NJ for interpreting services as needed

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 the following field trips:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject/Staff</u>
*3/21/16	Riverton School	Gr. 12 (Tomorrow's Teachers) Mrs. Patchel
3/24/16	Rutgers Univ.-Camden, NJ	Gr. 10/Mr. Sheel
4/19/16	Rutgers Univ.-Camden, NJ	Gr. 10, 11, 12/Ms. Salvo
5/5/16	University of Penn Museum	Gr. 8/Ms. VanZandt

15.02b Approve the following fundraising activities:

- Palmyra Softball (Ken Miller)
 - Hold a Pom Pom Football Shirt Sale from 3/10 to 4/1/16 to raise funds for equipment
- German Club (Katie DeMarco)
 - Dine & Donate on 3/13 at PJ Whelihan's in Maple Shade
 - Dine & Donate on 3/14 at Sonic in Cinnaminson
 - Staff dress down day on 3/11 and 4/22
 - Bake sales on 4/11, 4/25, 5/9, 5/23, 6/13
 - *Gummy bear sales from 4/1 to 4/29/16
- Palmyra Football (Jack Geisel)
 - Change in date for 5k run from 3/24 to 4/24
 - Sell pies/cakes from 3/9 to 3/24 to purchase championship football jackets
- Student Council (Kim Martino, Kelly Gallagher)
 - Host Mr. PHS on 5/11 in the high school auditorium to raise money for Leadership Training Camp (change in date from 5/4)
 - *Staff dress down days on 3/18 and 4/29/16 to benefit sending students to LTC and National Student Council Conference
 - *Popcorn Factory fundraiser from 4/11 to 4/22/16 to support LTC and National Student Council Conference
 - *TShirt/Spirit Wear Sale from 3/20 to 4/20/16 to support LTC and National Student Council Conference
- 7/8th Grade Class (Jen VanZandt)
 - Staff dress down day on 4/8 to help support students who cannot afford the cost of the class trip
- Post Prom Committee (Donna Wenig)
 - Pajama Day on 3/24
- *Robotics Club to hold a fundraiser through non-profit donorschoose.org to ask for donations from the public to fund a classroom project
- *PHS students to participate in NJM Safety Saves Program

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>
6/10/16	Palmyra Cove Nature Park	Gr. 3/Mrs. O'Connell, Ms. Richardson, Mrs. Adams, Ms. Cancglin

6/10/16	Pomona Swim Club	Gr. 6/Ms. Ehret, Mr. Entrekin, Ms. Wallace, Ms. Dowd
6/14/16	Ronald McDonald House, Camden, NJ	Gr. 3/Mrs. Adams

15.03b Approve the following activities at Charles Street School:
-Project Night Assemblies on 4/20/16 (partially sponsored by P.T.A.)

15.03c Approve the following fundraising activities:

- Drama Club (Nicole Michaels)
- Sale of Cast T-Shirts during March
- Staff dress down day on 4/8/16

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 Adjournment

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

Time: _____