



# 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

**June 8, 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 June 3, 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. John Quigg  
Mr. Mark Russell  
Mr. Nicolas Sarracino  
Mr. Scott Warnock, Riverton Representative  
Mrs. Mary Wolbert, Beverly Representative  
Mr. Giovanni Gravano, Student Representative

5 Pursuant to the Boards action of May 11, 2016 in which Mr. Sean Toner was appointed to fill the currently vacant Board seat, the Board Secretary will administer the oath of office.

- 6 Presentations
  - 6.01 Students of the Month
  - 6.02 Student Recognition
- 7 Reports
  - 7.01 Superintendent
    - 7.01a Administrator Reports
    - 7.01b Superintendent's Report
  - 7.02 Board Committees
    - 7.02a Policy & Curriculum
    - 7.02b Finance & Physical Plant
    - 7.02c Human Resources & Negotiation
  - 7.03 Sending District Reports
    - 7.03a Beverly
    - 7.03b Riverton
  - 7.04 Student Representative
  - 7.05 PTA
  - 7.06 Borough Liaison
- 8 Correspondence
- 9 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.
- 10 BE IT RESOLVED that the following Policy and Curriculum actions are hereby approved as recommended by the Superintendent:

#### **Palmyra Board of Education's Beliefs**

#### **Regarding Quality and Valuable Instructional Experiences and Assessments in Regards to Graduation Requirements Regulations and Evaluations of Schools**

Given the level of public scrutiny as well as the amount of information—both factual and non-factual -- **being shared about the design and quality of curriculum, instruction, and assessment** in the State of New Jersey, the Palmyra Board of Education (the "Board") desires to make a clear record as to our position on New Jersey's classroom instruction, **high stakes** school and graduation assessments.

WHEREAS, the Board believes that classrooms should be, first and foremost, centers of learning, free from political interference; and

WHEREAS, the Board views that standardized curriculums such as Common Core State Standards, the New Jersey Core Curriculum Content Standards, and the Next Generation Science Standards as important guidelines for ensuring that our students are prepared for life after graduation; and

WHEREAS, the Board acknowledges the potential benefits available to local educators through the use of both **non-high stakes** standardized and classroom-based assessments as evaluation tools; and

WHEREAS, the Board believes that the sole purposes for the data obtained from these assessments should be used to inform instruction at the student level and determine the strengths and weaknesses of the school districts' educational programs; and

WHEREAS, the Board believes that these assessments be integrated as part of the overall local education process throughout the school year and not a multiple day test event which disrupts instruction; and

WHEREAS, the preparation and administration of high stakes assessment testing has added a **severely “underfunded” mandate** on the local school district and taxpayer, already limited with a 2% budget growth cap by state law, forcing already stretched funds to be re-directed away from instructional purposes; and

WHEREAS, beginning with the class of 2016, the NJDOE has proposed new high school graduation requirements that rely heavily on the high-stakes assessment testing (PARCC) and eliminating virtually all other means, removing the local independence of educators to make truly informed evaluations of a student meeting graduation requirements; and

WHEREAS, the Governor’s own College and Career Ready Task Force recommended a multi-year transition to a new state assessment system during which “the Department of Education will not establish a minimum passing score as a graduation requirement,” recommending instead that “graduation will be dependent on satisfactory completion of the required courses, as established by local boards of education”; and

WHEREAS, the new graduation requirements proposed by the NJDOE do not conform to the recommendations of the Governor’s College and Career Ready Task Force;

WHEREAS, the Board, **with support of our local school community**, strongly believes that a child’s educational success and “readiness” cannot and should not be reduced to a single data point. Now, consistent with our stated beliefs, therefore be it RESOLVED, that the Palmyra Board of Education, in the County of Burlington, State of New Jersey hereby:

- (1) Urges Governor Chris Christie, Education Commissioner David Hespe, and members of the New Jersey State Legislature to craft policy that ensures that standardized assessments be used solely for the purposes of informing instruction and evaluating educational programs within a school district; and
- (2) Urges that no standardized assessments be mandated by the New Jersey Department of Education or the United States Department of Education that do not provide quality information about the strengths and weaknesses of student performance or program effectiveness to which our certified educational staff do not already have or cannot readily obtain access; and
- (3) Urges that no single standardized assessment be used as a graduation requirement now or in the future; and
- (4) Urges that New Jersey continues to provide multiple pathways to a high school diploma that is not based on standardized tests; and
- (5) Urges that this multi-year transition to a new assessment system be used to conduct a broad public dialogue among all stakeholders to develop a consensus around transparent and equitable assessment policies; and
- (6) BE IT FURTHER RESOLVED, that standardized assessment results be removed as a factor in teacher evaluations; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to Governor Chris Christie, Education Commissioner David Hespe, the New Jersey State Legislature, the New Jersey School Boards Association, and the National School Boards Association.

### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

## 11. 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. Upon its return from executive session the Board will not take any additional action.

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

  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.

### **Voice Vote by Full Board**

Motion: \_\_\_\_\_  
 Second: \_\_\_\_\_  
 Vote: \_\_\_\_\_

## 12. Return from Closed Session

### **Voice Vote by Full Board**

Motion: \_\_\_\_\_  
 Second: \_\_\_\_\_  
 Vote: \_\_\_\_\_

## 13. Routine Business

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

13.01a +Enrollment Report for May 2016

13.01b +Fire/Safety/Bus Drills for May 2016

13.01c +Health Report for May 2016

13.01d +Violence, Vandalism & Substance Abuse Report for May 2016

- |        |   |  |             |
|--------|---|--|-------------|
| 13.01e | <u>Substitutes:</u><br>Claudia Potor  | Teacher  | \$82.50/day |
| 13.01f | Paraprofessional Athletic Aides for 2016/2017 pending criminal history review:<br>Boys Soccer: Kevin Murphy, Tim Brett, Jason Ewing<br>Girls Soccer: Jess Boatwright, Celena King, Amanda Pelkey,<br>Kristen Papenberg, Jenn Pacek<br>Football: Chris Geisel, Conor Geisel, Curtis Amoah, Mark Zataveski,<br>Tyler Knobloch, Warren Oliver, Tom Wapinsky, Howard Norcross,<br>Tyler Brown<br>Girls Basketball: Moral Best<br>Softball: Moral Best, Amanda Pelkey, Mike Bazulis Jr.<br>Baseball: Ed Sanderson  |  |             |
| 13.01g | Homebound Instructor for the 2016/2017 school year: Ms. Colleen Grose   |  |             |
| 13.01h | Pursuant to PL 2015, Chapter 47 the Palmyra Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.   |  |             |
|        | Delta Dental<br>School Alliance Insurance Fund<br>Lincoln Investment<br>Vanguard<br>Burlington County School Crisis Response<br>Burl. County Board of Chosen Freeholders<br>Burl. County Spec. Services School District<br>Middlesex Regional Ed. Services Commission<br>Burlington County Ed. Services Unit<br>Cinnaminson Township Board of Education<br>Joseph Betley, Esq. of Capehart & Scatchard<br>Bowman & Company LLP<br>Virtua Primary Care of Moorestown<br>Burlington County College<br>Garfield Park Academy<br>Cooper Pediatric Neurologists<br>BCSL<br>EIRC<br>Edmentum<br>AESOP | New Jersey State Benefit<br>Joseph J. Maksin Jr. & Associates<br>Equitable AXA<br>Omni Group<br>ACES<br>Nutri-Serve Food Management Inc.<br>Source4Teachers<br>Maple Shade Board of Education<br>NJSBA<br>Phoenix Advisors<br>McManimon, Scotland & Baumann LLC<br>Garrison Architects<br>The Barclay Group<br>Brookfield Elementary School<br>Bayada Home Health Care, Inc.<br>NJSIAA<br>IEP Direct<br>Elevate Education<br>NWEA<br>BlackboardConnect |             |

### Voice Vote by Full Board

- |        |  |
|--------|--|
| 13.02  | BE IT RESOLVED that the following reports are hereby accepted and approved:  |
| 13.02a | +Check Register for May 2016 representing hand and machine checks totaling \$2,191,705.63                                    |
| 13.02b | +Board Secretary's Report for April 2016 and the Treasurer's Report for April 2016 which have been found to be in agreement. |

- 13.02c +Transfer Report for May 2016
- 13.02d +Cafeteria Report for May 2016
- 13.02e +Minutes of Regular Meeting on May 11, 2016
- 13.01f Student Placement:
- Student #2261196539 to attend Garfield Park Academy for the remainder of the 2015/2016 school year at a rate of \$282.30 per diem, effective 5/23/16.
  - +Approve special education student placements for the 2016/2017 school year.
- 13.01g +Professional Development:
- | <u>Staff Member</u>           | <u>Name/Date of Workshop/Travel</u>  | <u>Cost</u> | <u>Location</u> |
|-------------------------------|--|-------------|-----------------|
| Rick Dreby                    | Understanding & Planning for School Bomb Incidents on 6/15/16              | -           | Galloway, NJ    |
| Stacy Saia,<br>Karen DeCesare | Building Innovative Problem-Based Lessons in Middle & High School on 8/2-4 | 395.00      | Glassboro, NJ   |

### Voice Vote by Full Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

14 Old Business - None

15 Personnel

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

15.01a Approve the following extracurricular appointments for the 2016/2017 school year as per the collective bargaining agreement:

<u>Activity</u>	<u>Advisor</u>
Environmental Club	Kelly Gallagher
Fall MS Intramurals	Aaron MacKenzie
Spring MS Intramurals	Sean Brady
GSA Club	Katie DeMarco
Book Club	Michele Reisinger
Consumer Affairs Club	Elizabeth Follis
Renaissance Club	Michele Trefz
Renaissance Club	Eric Mehler
Renaissance Club	Katie DeMarco
German Club/German NHS	Katie DeMarco
Spanish Club/Spanish NHS	Katie Salvo
Class Advisor - Fr.	Eric Mehler
Class Advisor - Soph.	Christina Birch
Class Advisor - Jr.	Alex Torrance
Class Advisor - Sr.	Laura Masich
NHS	John Yoon
Jr. NHS	Sabrina Bonner
Interact Gr. 9-12	Lorita Foster
Student Council Gr. 7-8	Jennifer VanZandt

Student Council Gr. 9-12	Kelly Gallagher, Kim Martino (shared stipend)
Band Front Director	Casey Welsh
Band & Travel Director	Jeff Moore
Tillicum Literary	Devon Murtagh
Tillicum Business	Elizabeth Follis
Panther Press	Tony Gore
SAT Math Prep	Eric Mehler
SAT Language Arts Prep	Lorita Foster
Robotics	Tony Gore
Robotics	John Yoon
Central Detention (2 days/wk.)	Sabrina Bonner, Katie DeMarco, Elizabeth Follis, Colleen Grose
Baseball-V coach	Dan Licata
Baseball-JV coach	Matt Papenberg
Basketball-boys JV coach	Matt Papenberg
Basketball-girls V coach	Sean Brady
Basketball-girls JV coach	Ken Miller
Basketball-7/8 boys	William Devlin
Cheerleaders-Fall	Elizabeth Follis
Cheerleaders-Winter	Elizabeth Follis
Cross Country	John Slocum
Field Hockey-V coach	Danielle Willard
Football-V coach	Jack Geisel
Soccer-boys JV	William Devlin
Soccer-girls V	Matt Papenberg
Soccer-girls JV	Ken Miller
Softball-V coach	Ken Miller
Softball-JV coach	Melanie Sharkey
Tennis-boys	Frank Hiller
Tennis-girls	Frank Hiller
Track-V winter	John Slocum
Track-JV winter	Tracy Wolf
Track-V spring-boys	John Slocum
Track-V spring-girls	Tracy Wolf
Track-JV spring-girls	Jack Geisel
Wrestling-V coach	Jack Geisel

### Roll Call Vote Full Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

- 15.02 BE IT RESOLVED that the following personnel actions are hereby approved as recommended by the Superintendent:
- 15.02a Approve the appointment of Ms. Lisa Jablonski as the Art Club Advisor for the 2016/2017 school year at a stipend not to exceed \$475.
  - 15.02b Approve the appointment of Ms. Lisa Jablonski as the Producer of the Palmyra Players for the 2016/2017 school year at a stipend not to exceed \$475.
  - 15.02c Approve the appointment of Ms. Lynn Lofland as the Director of the Palmyra Players for the 2016/2017 school year at a stipend not to exceed \$475.

- 15.02d Approve the appointment of Mr. Brian Harding as the Boys Varsity Basketball Coach for the 2016/2017 school year at a stipend not to exceed \$7,769.
- 15.02e Approve the appointment of Ms. Christiana Quinton as the 7/8 Grade Girls Basketball Coach for the 2016/2017 school year at a stipend not to exceed \$1,431.
- 15.02f Approve the appointment of Ms. Christiana Quinton as the Junior Varsity Field Hockey Coach for the 2016/2017 school year at a stipend not to exceed \$4,318.
- 15.02g Approve the appointment of Mr. Kevin Potor as the Spring Boys' Junior Varsity Track Coach for the 2016/2017 school year at a stipend not to exceed \$4,594.
- 15.02h Approve the appointment of Mr. Kevin Potor as the Junior Varsity Football Coach for the 2016/2017 school year at a stipend not to exceed \$6,259.
- 15.02i Approve the appointment of Mr. Michael Papenberg as the Boys Varsity Soccer Coach for the 2016/2017 school year at a stipend not to exceed \$7,367.
- 15.02j Approve the appointment of Mr. Matt Thomas as the Junior Wrestling Coach for the 2016/2017 school year at a stipend not to exceed \$5,161.

#### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

- 15.03 BE IT RESOLVED that the following personnel actions are hereby approved as recommended by the Superintendent:
  - 15.03a +The Business Administrator's Contract for the period of July 1, 2016 through June 30, 2017 is hereby approved in accordance with N.J.A.C. 6A:23A-3.1.
  - 15.03b +Approve the proposed merit goals for Mr. William Blatchley for 2016/2017.

#### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

- 15.04 BE IT RESOLVED that the following personnel actions are hereby approved as recommended by the Superintendent:
  - 15.04a The following students are hereby approved to participate in the district Summer Student Work Program under the terms and conditions set forth for program management compensated at the hourly minimum wage rate:
 

Facilities: #6578989388, 6558152978, 4298482778, 9674380660, 3182093804  
Technology: #1903700674, 1951584908
  - \*15.04b Approve the following staff members to work during the summer with compensation at their per diem rate (1/200<sup>th</sup>) per the negotiated agreement:
 

<u>Staff Member</u>	<u>Position</u>	<u>Days</u>
Kathleen McClure	School Nurse	3 days
Christina Birch	Student Assistance Coordinator	1 day



Samantha Crean	Guidance Counselor	8 days
Lauren Schmidt	Guidance Counselor	8 days

- \*15.04c Approve the following staff members to work one (1) day during the summer for IEP review with compensation at their per diem rate (1/200<sup>th</sup>) per the negotiated agreement:

<u>Staff Member</u>	<u>Position</u>
Karyn Frengs	School Psychologist
Gina Lewis	School Psychologist
Colleen Grose	LDTC
Kent Mac Dougall	Social Worker
Barbra Webb	Speech/Language Specialist
Barbara Vieira	Elementary Teacher
Jacqueline Stevenson	Elementary Teacher

- \*15.04d Approve the following staff members to write curriculum at the established hourly rate per the negotiated agreement:

<u>Staff Member</u>	<u>Subject</u>	<u>Maximum Projected Hours</u>
Katie Salvo	Spanish 3	8
Katie DeMarco	German I	8
Matt Dyl	Product Marketing	5
Elizabeth Follis	Science 7	8
Sabrina Bonner	Science 8	8
Michael Knazek	Marine Biology	10
Tony Gore	Coding/Maker Education Courses	10
John Geisel	Biology	8
John Yoon	Chemistry, Environmental Science, Intro to Engineering, Physics	32
Devon Murtagh	English I, Film, Yearbook	21
Alex Torrance	Pre-Calculus	8
Lauren Schmidt	Algebra I	8
Jamie Patchel	Basic Art	8
Joe DeFranco	K-2 Music	8
Catherine Blatchley	Supplemental Elementary Curriculum	10

### Roll Call Vote Full Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

- 15.05a +Accept the letter of intent to retire from Ms. Arlene Dowd, special education teacher, effective 6/30/2016.
- 15.05b +That Employee #76635952's request for paid leave for maternity reasons from 10/17/16 through 1/2/17 be approved in accordance with the documents on file with accrued sick leave benefits to run concurrent with FMLA period.
- 15.05c +That Employee #77096873's request for paid leave for maternity reasons from 9/1/16 through 10/21/16 be approved in accordance with the documents on file with accrued sick leave benefits to run cocurrent with FMLA period.

- 15.05d Approval for Ms. Lauren Quinn to do her administrative internship (300 hours, as part of the Rowan University Master of Administration Program) during the 2016/2017 school year in order to allow her to work in various supervisory roles within the district, including but not limited to, administrative meetings, child study team responsibilities, curriculum and professional development and shadowing principals and administrators within the district.
- 15.05e Request to Enroll in Graduate Course and Apply for Tuition Reimbursement:
- | <u>Staff Member</u> | <u>Course/Dates/University</u>   | <u>Reimbursement Cost</u>    |
|---------------------|--|------------------------------|
| Kelliann Richardson | SPED501 Students with Disabilities in our Schools/<br>August-December, 2016/TCNJ | Per the negotiated agreement |
- 15.05f Approve the following extracurricular appointments for the 2016/2017 school year as per the collective bargaining agreement or as otherwise determined by the board:
- | <u>Activity</u>                | <u>Advisor</u>                            |
|--------------------------------|---|
| Art Club                       | Jeff Graiff                               |
| Book Club Gr. 3-4              | Kelliann Richardson                       |
| Book Club Gr. 5-6              | Linda Plym                                |
| Computer Club                  | Kristin Tyler                             |
| Drama Club                     | Nicole Michaels                           |
| Just Say No Club               | Jessica Mullan                            |
| Public Relations Club          | Amanda Ehret                              |
| Kids for Character             | Kara Shore                                |
| Choir                          | Joe DeFranco                              |
| 5/6 Student Council            | Jennifer Allen                            |
| Safety Patrol                  | Stephanie Cancglin                        |
| Intramural Baseball            | William Devlin                            |
| Intramural Field Hockey        | Kristen Adamczyk                          |
| Intramural Basketball          | William Devlin                            |
| After School Tutoring Gr. 1-2  | Catherine Blatchley                       |
| After School Tutoring Gr. 3-4  | Melanie Gerner                            |
| After School Tutoring Gr. 5-6  | Coleen Grose                              |
| Central Detention (2 days/wk.) | Catherine Blatchley, Mary DelRossi-Bishop |
- \*15.05g Approve the following staff members to work during the summer with compensation at their per diem rate (1/200<sup>th</sup>) per the negotiated agreement:
- | <u>Staff Member</u>  | <u>Position</u>    | <u>Days</u> |
|----------------------|--------------------|-------------|
| Mary DelRossi-Bishop | School Nurse       | 3 days      |
| Kara Shore           | Guidance Counselor | 1 day       |

### Roll Call Vote Palmyra Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

- 15.06a Approval for Mrs. Michelle McCann to serve as the Extended School Year teacher from 7/5/16 through 7/28/16. Rate of pay will be in accordance with the 2016/2017 collective bargaining agreement.

- 15.06b Appoint Ms. Rachel Odgers as a teacher for Grade 6 for the 2016/2017 school year at BA, Step 1 in accordance with the 2016/2017 collective bargaining agreement.
- 15.06c Appoint Ms. Melissa Herder as a teacher for Grade 4 for the 2016/2017 school year at MA, Step 1 in accordance with the 2016/2017 collective bargaining agreement.
- 15.06d Appoint Ms. Rileigh Ruff as a long term teacher replacement for Grade 2 from 10/17/16 through 12/23/16 at BA, Step 1 pro-rated, in accordance with the 2016/2017 collective bargaining agreement.
- 15.06e Appoint Ms. Megan Skelly as a long term teacher replacement for Grade 6 from 9/1/16 to 10/21/16 at BA, Step 1 pro-rated, in accordance with the 2016/2017 collective bargaining agreement.
- 15.06f Appoint Ms. Amanda Pelkey as a part time teacher assistant (5 hours/day) for the 2016/2017 school year at a salary of \$10,725.

### **Roll Call Vote Palmyra Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

### **16 Business, Finance and Operations**

#### **16.01 Certification**

Pursuant to NJAC 6:20-2.13(e), we certify that as of April 30, 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: \_\_\_\_\_

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

- 16.02a That Nutri-Serve Food Management Inc. be approved to provide food services management for the 2016/2017 school year, which is the fourth year of the current five year contract, in accordance with the terms and conditions of said contract, for a revised set fee not to exceed \$18,360.00.

### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

- 16.03a +That the Unit Pricing Rates listed in Exhibit A be utilized as needed for the 2016/2017 school year.

- 16.03b That petty cash accounts be established in accordance with District Policy 6620 in the amounts and under the direction of staff as follows with the maximum expenditure that may be made from each school or department account is seventy-five dollars (\$75). The maximum expenditure that may be made from the Business Office account is two-hundred dollars (\$200).

Business Office	\$350	Business Administrator
Charles Street School	\$125	Principal
Palmyra High School	\$125	Principal
Buildings & Grounds	\$125	Maintenance Supervisor

- 16.03c Create Student Activity Fund Disney and Class accounts for the Class of 2020.
- 16.03d Approval is hereby granted to submit a Toilet Room Facilities Waiver for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms as required for the 2016/2017 school year.

### Roll Call Vote Full Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

That the following Professional Service Organizations are hereby retained to provide specialized services necessary to the Board in accordance with agreements dated 1 July 2016. That these contracts are awarded without competitive bidding as a Professional Service in accordance with Public School Contracts Law N.J.S.A. 18A:18A-5(a)(1) because it is for services performed by persons authorized by law to practice a recognized profession. That a copy of this action as well as the contracts be placed on file with the Board Secretary and that a notice specifying these awards be published in accordance with the Public School Contracts Law.

Joseph Betley, Esq. of Capehart & Scatchard school solicitor  
 McManimon, Scotland & Baumann LLC, Bond Counsel of Record  
 Bowman & Company LLP, Auditor  
 Garrison Architects, Architect of Record  
 Virtua Primary Care of Moorestown, School Physician(s)  
 The Barclay Group Risk Management Consultant  
 Phoenix Advisors Continuing Disclosure Agent Services and Independent Registered Municipal Advisor of Record

### Roll Call Vote Full Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current

revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Palmyra Board of Education wishes to deposit anticipated current year surplus into a capital reserve and maintenance reserve account at year end, and

WHEREAS, the Palmyra Board of Education anticipates current year surplus will be available for this purpose,

NOW THEREFORE BE IT RESOLVED that the School Business Administrator is hereby authorized to make a transfer of up to \$250,000 to capital reserve and a transfer up to \$250,000 to maintenance reserve consistent with all applicable laws and regulations.

### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

16.06a That the District's Standard Operating Procedures be re-adopted for the 2016/2017 school year.

16.06b Recognize and acknowledge Bowman & Company LLP Peer Review Report dated September 8, 2014.

16.06c Authorize the submission of the 2016 National School Lunch Program (NSLP) Equipment Assistance Grant (competitive) application

16.06d Authorize the submission of the 2016 Artist in Education Residency Grant (competitive) application.

### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

16.07a Accept the ESEA-NCLB - 2017 Title I Part A Grant in the amount of \$232,218 and the Title II Grant in the amount of \$35,561 and authorize the submission of the grant applications pursuant to this action and

16.07b Decline to accept Title III Grant funding in the amount of \$2,911.

### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

That approval be granted to contract with RAMM Environmental Services, Inc. to conduct environmental remediation and testing services at the Charles Street School in the amount of \$16,000 as per the proposal received on May 31, 2016.

### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

- 16.09 **REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE BOROUGH OF PALMYRA IN THE COUNTY OF BURLINGTON, NEW JERSEY, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING CALLABLE SCHOOL BONDS OF THE SCHOOL DISTRICT, DATED JULY 1, 2006, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$3,487,000, AND/OR ALL OR A PORTION OF THE OUTSTANDING CALLABLE SCHOOL BONDS OF THE SCHOOL DISTRICT, DATED OCTOBER 15, 2009, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$9,883,000, APPROPRIATING NOT TO EXCEED \$9,400,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$9,400,000 REFUNDING BONDS TO PROVIDE FOR SUCH REFUNDING.**

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE BOROUGH OF PALMYRA IN THE COUNTY OF BURLINGTON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

- Section 1. The Board of Education of the Borough of Palmyra in the County of Burlington, New Jersey (the "School District") is hereby authorized to refund all or a portion of the outstanding callable school bonds of the School District originally issued in the principal amount of \$3,487,000 and dated July 1, 2006 (the "2006 Bonds") and/or to refund all or a portion of the outstanding callable school bonds of the School District issued in the original principal amount of \$9,883,000 and dated October 15, 2009 (the "2009 Bonds") (the 2006 Bonds and the 2009 Bonds are collectively referred to herein as the "Prior Bonds").

The 2006 Bonds maturing on or after January 1, 2018 (the "2006 Refunded Bonds") may be redeemed at the option of the School District in whole or in part on any date on or after January 1, 2017 (the "2006 Redemption Date") at a redemption price equal to 100% of the 2006 Refunded Bonds to be redeemed plus accrued interest, if any, to the 2006 Redemption Date.

The 2009 Bonds maturing on or after March 1, 2020 (the "2009 Refunded Bonds") may be redeemed at the option of the School District in whole or in part on any date on or after March 1, 2019 (the "2009 Redemption Date") at a redemption price equal to the par amount of the 2009 Refunded Bonds to be redeemed plus accrued interest, if any, to the 2009 Redemption Date.

- Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$9,400,000 pursuant to N.J.S.A. 18A:24-61 et seq.
- Section 3. An aggregate amount not exceeding \$160,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.

- Section 4. The purpose of the refunding is to incur an interest cost savings for the School District.
- Section 5. A supplemental debt statement has been prepared and filed in the offices of the Borough Clerk and the Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law and the school debt of the School District is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed refunded bonds.
- Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of N.J.A.C. 5:30-2.5.
- Section 7. The Board President, the Superintendent, the Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the Prior Bonds referred to in Section 1 hereof.
- Section 8. This bond ordinance shall take effect immediately after final adoption.

### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

### **17 Policy and Curriculum**

- 17.01 BE IT RESOLVED that the following Policy and Curriculum actions are hereby approved as recommended by the Superintendent:
- 17.01a That the Policy Manual and Bylaws be re-adopted for the 2016/2017 school year.
- 17.01b +Approve the following revised Policies/Regulations:
- P 2230 Course Guides
  - R 2230 Course Guides
  - P 2624 Grading System
  - P 3270 Professional Responsibilities
  - P 3310 Academic Freedom
  - P 4220 Employee Evaluation
  - R 4220 Evaluation of Support Staff Members
  - P 5516 Use of Electronic Communication and Recording
  - R 5420 Reporting Pupil Progress

### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

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

- 17.02a Approve the following proposed field trips for 2016/2017:
- Art- Art Museum in NYC-Mr. Budden-Spring
  - Art-Philadelphia Zoo-Mr. Budden-September
  - Art-Teen Arts Festival- Mr. Budden-March
  - Art Club-Art Museum-Ms. Jablonski -May
  - Art Club-Drexel Museum & Design School Tour-Ms. Jablonski-November
  - Art Club-Palmyra Cove-Ms. Jablonski-Oct.
  - Band-All Away football games-Mr. Moore-Sept through November
  - Band-Competitions-Mr. Moore-varied in fall
  - Band-Halloween Parade-Mr. Moore-October
  - Band-CSS Holiday concert-Mr. Moore-December
  - Band-Riverton Holiday concert-Mr. Moore-December
  - Band-Teen Arts Festival-Jr. High-Mr. Moore-March
  - Band-Teen Arts Festival-Sr. High-Mr. Moore-March
  - Band-BCEA Mall Expo-Choir and Band-Mr. Moore-April
  - Band-End of year trip-Cleveland or Washington-Mr. Moore-May
  - Band-Musical in Philadelphia-Mr. Moore-TBD
  - Band-Region and State Auditions if necessary
  - Band-County Band Rehearsals if necessary
  - Biology-Franklin Institute-Ms. Gallagher-March
  - Consumer Affairs club-Consumer Bowl County Competition-Mr. Dyl-February
  - Forensic & Anatomy-Mutter Museum-Ms. Gallagher-December
  - German-Collingswood Oktoberfest-Ms. DeMarco-October
  - German-CSS Christmas program- Ms. DeMarco-December
  - German-Christkindlmarkt-Ms. DeMarco-December
  - German-CSS spring program-Ms. DeMarco-May
  - German-Brauhaus Schmitz –Philadelphia-Ms. DeMarco-June
  - Interact-Volunteer Center of BC 13<sup>th</sup> Annual Youth Service Conference & Expo-Ms. Foster-October
  - Interact-Carnival Day at BCSSS sponsored by PRC Rotary-Mrs.Foster-April
  - Interact-Great Adventure-Mrs. Foster-June
  - Interact-Field Day-CSS-Mrs. Foster-June
  - Jr. Student Council-TCNJ-Fall business meeting-Mrs. Bostock-October
  - Jr. Student Council-TCNJ-Winter Business meeting-Mrs. Bostock-January
  - Jr. Student Council-Spring trip to Great Adventure-Mrs. Bostock-June
  - Language Arts 8<sup>th</sup> grade-Goodwin Holocaust Museum & Education Center-Ms. VanZandt-Dec/Jan
  - Language Arts 8<sup>th</sup> grade-University of Pennsylvania Museum-Ms. VanZandt-May
  - Math-Art museum Philadelphia-Ms. DeCesare-December
  - Middle School Trip-Ms. VanZandt-May/June
  - Palmyra Players-Broadway Trip-Ms. Jablonski/Lofland-Oct./Nov.
  - Palmyra Players-Rutgers theatre tour-Ms. Jablonski/Lofland-December
  - Palmyra Players-Broadway Trip-Ms. Jablonski/Lofland-March/April
  - Palmyra Players-Teen Arts Festival-Ms. Jablonski/Lofland-March
  - Palmyra Players-CSS for short performances-Ms. Jablonski/Lofland-spring
  - Renaissance-Phillies Game-Mr. Mehler-May
  - Senior Class-Disney Trip-Ms. Torrance-March
  - Spanish-University of Penn in Philadelphia Latin dance trip-Ms. Salvo-April
  - Spanish-Malaga Restaurant in Trenton-Ms. Salvo-March



- Student Council-TCNJ Fall Conference-Ms. Martino/Gallagher-October
  - Student Council-TCN Winter Conference-Ms. Martino/Gallagher-January
  - Student Council-Six Flags Great Adventure Spring Conference-Ms. Martino/Gallagher-June
  - Tomorrow’s Teachers-NJ Future Educators Conference-Mrs. Patchel-September & June
  - October 2016 – Philadelphia Independence Hall and other Historical buildings – Mr. Tumelty
  - January 2017 – University of Pennsylvania Museum – Mr. Tumelty
  - May 2017 – Speed Raceway in Cinnaminson or some other similar activity – Mr. Tumelty
- 17.02b Approve the following fundraising activities:
- Class of 2018 (Alex Torrance) Milanese Pizza on 6/13/16
  - \* Mr. Dan Licata to sell Trenton Thunder tickets at \$10.00 each for August 4, 2016 to support fundraising efforts for student-athletes for extra training, equipment and scholarships.
- 17.02c Approve the participation in the American Legion Girls State Program from June 19-24, 2016 at a cost of \$300 per delegate (one delegate sponsored by the Palmyra Board of Education): Ryan White, Jessica Goldschmidt, Liza Tait, Katelyn Hess.
- 17.02d Approval for Mr. Jeff Moore to hold summer band camp from August 1-12, 2016.

#### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

- 17.03 BE IT RESOLVED that the following Policy and Curriculum actions are hereby approved as recommended by the Superintendent:
- 17.03a Renew the District’s membership in NJSIAA and BCSL and pay membership fees for the 2016/2017 school year.
- 17.03b +Approve the fall 2016 athletic schedules.
- 17.03c +That the revised job description for the Educational Technology Specialist be approved.
- 17.03d That one additional full time position be created to serve as an Educational Technology Specialist in support of Goal #3, Objective 3.1 of the 2016-2021 Strategic Plan

#### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

- 17.04 BE IT RESOLVED that the following Policy and Curriculum actions are hereby approved as recommended by the Superintendent:
- 17.04a BE IT RESOLVED that the Memorandum of Agreement between the Board of Education of the Borough of Palmyra and the Palmyra Education Association for 2016/2017 is hereby approved.

- 17.04b BE IT RESOLVED that the Memorandum of Agreement between the Board of Education of the Borough of Palmyra and the Palmyra Administrative Association for 2016-2019 is hereby approved.
- 17.04c That approval be granted for the school district to participate in the NJ Network to Close the Achievement Gap as a full member for the 2016/2017 school year at a cost of \$9,000 in support of Goal #1 (Student Achievement) of the 2016-2021 Strategic Plan.
- 17.04d That approval be granted to incorporate Elevate Education into the curriculum to provide specific study skills and professional development for students and staff in grades 6 and 9 for the 2016/2017 school year at a rate not to exceed \$9,930 in support of Goal #1 of the 2016-2021 Strategic Plan.
- 17.04e That approval be granted to incorporate OnCourse Learning Management System (LMS) module as part of the OnCourse Student Information System for the 2016/2017 school year at a cost not to exceed \$5958 in support of Goal #1, Objective 2.4 of the 2016-2021 Strategic Plan.

### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

- 17.05 BE IT RESOLVED that the following Policy and Curriculum actions affecting Palmyra High School are hereby approved as recommended by the Superintendent:

That the Superintendent be authorized to request the Governing Body of the Borough of Palmyra to consider further review of proposed ordinances affecting directional traffic changes and the regulation of parking on West 4<sup>th</sup> Street.

### **Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

That the Superintendent be authorized to request the Governing Body of the Borough of Palmyra to consider an ordinance change, as recommended by the district's School Safety Committee, that would create a 15 minute parking area, restricted to school business only, immediately in front of the Charles Street School between both drive-way entrances in support of Goal #3, Objective 5.1 of the 2016-2021 Strategic Plan.

### **Roll Call Vote Palmyra Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

- 17.07a Approve the following fundraisers:
- PTA
    - CSS Yearbook Sale (Dawn Guglielmucci) throughout 2016/2017
    - Cookbook Sale (Nicole Shipley) throughout 2016/2017

- Kids Stuff Coupon Book Sale (Nicole Shipley) from 9/14 through 9/28/16
- Fall Pictures (Maureen Haines) on 9/30/16
- Spirit Gear (Dawn Guglielmucci) from 10/19 to 11/2/16
- Book Fair (Vickie Agnew) from 10/21 to 10/28/16
- Poinsetta Sale to benefit the 6<sup>th</sup> grade dance (Nicole Shipley) from 11/16 to 11/30/16
- Holiday Shop (Liz Domask) from 12/5 to 12/9/16
- Book Fairs (Vickie Agnew) from 2/17 to 2/24/17 and from 5/17 to 5/19/16
- Spring Pictures (Maureen Haines) on 3/7/17
- Spring Flower Sale (Nicole Shipley) from 3/22 to 4/5/17

\*17.07b Approve the following field trips:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject/Staff</u>
6/13/16	Palmyra Police Department	Gr. 3
6/13/16	Legion Field	Kindergarten

### **Roll Call Vote Palmyra Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

### **18 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.

18.01 Recognition of members of the Public

18.02 Recognition of members of the Board

### **19 Adjournment**

### **Voice Vote by Full Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: \_\_\_\_\_

Time: \_\_\_\_\_