



PALMYRA BOARD OF EDUCATION

PALMYRA, N.J. 08065

Brian J. McBride
Superintendent of Schools

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Todd D. Reitzel, MBA
*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 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 November 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. John Quigg
Mr. Mark Russell
Mr. Nicolas Sarracino
Mr. Sean Toner
Mr. Jeffrey Elliot, Riverton Representative
Mrs. Mary Wolbert, Beverly Representative
Ms. Rebecca Lake, Student Representative

5 Presentations

5.01 Students of the Month

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 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.

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. Upon its return from closed session, the Board will not take action.

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
 - 8.01a Administrator Reports
 - 8.01b Superintendent's Report
- 8.02 Board Committees
 - 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

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 October 2016
- 11.01b +Health Report for October 2016
- 11.01c +HIB Report for October 2016
- 11.01d +Violence, Vandalism & Substance Abuse Report for October 2016
- 11.01e +Fire/Safety Drills for October 2016
- 11.01f Volunteers: Joy Butler, Heidi Kane, Christa McCoy, Amy Okazaki, Theresa Sardos, Steven Sardos, Eunice Schiavinato, Tippy Woodard
Paraprofessional Volunteers (pending criminal history clearance): Javon Hairston-boys basketball, Kevin Potor-winter track/field

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

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

- 11.02a +Check Register for October 2016 representing hand and machine checks totaling \$635,251.23
- 11.02b +Board Secretary's Report for September 2016 and the Treasurer's Report for September 2016 which have been found to be in agreement.
- 11.02c +Transfer Report for October 2016
- 11.02d +Cafeteria Report for October 2016
- 11.02e +Minutes of Regular Meeting of October 12, 2016;
+Executive Session Minutes of October 12, 2016
- 11.02f Student Placements:
 - Student #8379068616 to attend YALE School, Medford Campus, at a tuition rate of \$45,781.20 pro-rated, effective 10/19/16;
 - Student #7710652979 to attend Burlington County Special Services Bridge Program for the remainder of the 2016/2017 school year at a tuition rate of \$40,000 pro-rated, effective 11/2/16.

11.02g Professional Development:

<u>Staff Member</u>	<u>Name/Date of Workshop/Travel</u>	<u>Location</u>	<u>Cost</u>
Colleen Grose	The Adolescent Brain: Harnessing New Science Research to Increase Engagement, 12/6/16	Westampton, NJ	0.00
Jennifer Allen	BER: Co-Teaching Conference, 11/29/16	Voorhees, NJ	\$245.00
Kathy Myers	BER: Co-Teaching Conference, 11/29/16	Voorhees, NJ	\$245.00
Karyn Frengs	BER: Motivation, Mindset and Grit, 2/15/17	Voorhees, NJ	\$245.00
Frank Hiller	BER: Making Best Use of Free Google Tools, Apps and Extensions To Strengthen Math Instruction, 1/10/17	Voorhees, NJ	\$245.00
Lianne Kane	Overview of Discrimination Law And the Role of the Affirmative Action Officer, 11/29/16	Mt. Laurel, NJ	\$150.00
Stacy Pogoda	2017 Pre-Kindergarten Conference 2/27 and 2/28/17	Atlantic City, NJ	\$415.00
Barbra Webb	BER: 101 Therapy Strategies to Increase Your Effectiveness as a SLP, 2/28/17	Voorhees, NJ	\$245.00
Maria Keefe	BER: Next Generation Science Standards, 1/27/17	Voorhees, NJ	\$245.00
John Yoon	BER: Next Generation Science Standards, 1/27/17	Voorhees, NJ	\$245.00
Renee Hoffecker	2017 Kindergarten Conference 2/27 and 2/28/17	Atlantic City, NJ	\$415.00
Michele Mills	2017 Kindergarten Conference 2/27 and 2/28/17	Atlantic City, NJ	\$415.00
Kristen Holcomb	2017 Kindergarten Conference 2/27 and 2/28/17	Atlantic City, NJ	\$415.00
Mike Tumelty	IED: Applied Behavior Analysis 1/9/17	Cherry Hill, NJ	\$245.00
Mike Tumelty	BER: Powerful, Practical Strategies For Reaching Underperforming (and Apathetic Students), 12/14/16	Cherry Hill, NJ	\$245.00
Rileigh Ruff	Differentiation of Instruction Work-Shop Series, 11/30, 1/12, 3/15	Blackwood, NJ	\$300.00
Chris Tamarri	Differentiation of Instruction Work-Shop Series, 11/30, 1/12, 3/15	Blackwood, NJ	\$300.00

Roll Call Vote by Full Board

Motion: _____ Second: _____

12 Old Business – Extracurricular Appointment13 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. Keith Higginbotham, Operations Supervisor, effective November 17, 2016.
- 13.01b Request to Enroll in Graduate Course and Apply for Tuition Reimbursement:

<u>Staff Member</u>	<u>Course/Dates/University</u>	<u>Reimbursement Cost</u>
Christina Birch	EDSV28522 Instructional Leadership & Supervision/ 1/3/17 to 2/27/17 at Rowan Univ.	per the negotiated agreement
- 13.01c Approve the following personnel as part time bus aides for the remainder of the 2016/2017 school year (no benefits): Tim Howard, Sabrina Brinkley (substitute).
- 13.01d Approve a paid medical leave for employee #36176774 from 10/31/16 through 11/23/16.
- 13.01e Appoint Mr. Erik Saunders as the Assistant Wrestling Coach for the 2016/2017 school year, pending criminal history review, at a stipend of \$4,318.

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 Approve the request for an unpaid leave of absence on 11/7, 11/8, 11/9 for employee #89734396.

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 September 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: _____

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

- 14.02a Approve the rate for a bus aide to be \$34 per bus run, regardless of time, with a maximum of two runs per day.

Roll Call Vote Full Board

Motion: _____ Second: _____

15 Policy & Curriculum

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

- 15.01a Approve a bus aide for student #3351831245 to YALE Ellisburg for the remainder of the 2016/2017 school year.
- 15.01b Approve the following requests for homebound instruction:
- Student #5603712692 from 10/20/16 until completion of credits, or out of district placement;
 - Student #3767460739 from 10/31/16 to date of placement out of district.

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 student activities:
- PHS Assembly on 11/3/16, 6:00 p.m., “15 Minute Child Break”;
 - Det. Dave Kohler from the Burlington County Prosecutor’s Office will do a presentation to 7/8th graders on Social Media;
 - Guest speaker from Burlington County AA to speak to Freshman health classes on 11/28/16;
 - Approve student #6517020347 to compete in the BCSL Swim Open at Burlington County College on 2/3/17, the South Jersey Open on 1/28/17 at GCIT, and any of the NJSIAA open competitions that the student may qualify for. This activity will be overseen by Mr. Mike Papenberg and Mrs. Willard. Entry fees to be paid by the Palmyra School District and transportation to be provided by the student’s parents.
- 15.02b Approve the following student fundraising:
- Football Team (Jack Geisel) to sell Thanksgiving pies/cakes from 11/1 to 11/23/16 with proceeds to go toward the PHS football team.
 - German Club (Katie DeMarco) – proceeds to go toward the German Club trip to Germany:
 - Host a spaghetti dinner on 11/17/16 in the high school cafeteria;
 - Dine, Donate & Simminetti’s 11/20/16;
 - sell Advent Calendars and gummy bears from 1/9-12/23/16;
 - Class of 2018 (Alex Torrance):
 - Hold a PJ Whelihan’s night on 11/30/16
 - Sell V-Day Grams with Hershey Kisses (\$.50 each) from 2/6 to 2/14/17
 - Junior Student Council (Jen VanZandt):
 - Hold a Gertrude Hawk Candy Bar Sale from 11/14-6/15 to support the TCNJ winter meeting and end of year trip to Great Adventure;
 - Hold bake sales on the 3rd Thursday of each month beginning in November to support the end of year trip to Great Adventure;
 - Hold dress down days on 1/5, 2/24 to help pay for junior student council t-shirts.
 - Palmyra Players (Lisa Muir Jablonski):
 - Face-painting at the annual craft fair on 12/3/16 for donations for the costume accessory fund;

- Selling tickets for the pancake breakfast on 1/22/17;
- Selling tickets and t-shirts for the play (Thoroughly Modern Millie) that is scheduled for 3/11 to 3/12/17 to help augment the costume and rehearsal fund. Ticket sales to begin 1/15/17.
- Art Club (Lisa Muir Jablonski):
 - Hold a holiday wreath contest. Students/citizens will make or donate wreaths to be sold to help fund their projects initiative fund. Donations will be received starting 11/1. The wreaths will be sold at the craft fair on 12/3/16 at PHS.

15.02c Approve the following field trips:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject/Staff</u>
11/18/16	Lockheed-Martin in Moorestown, NJ	Gr. 9-11/Mrs. Crean
11/19/16	Cherokee High School, Marlton, NJ	Robotics Club/Mr. Yoon, Mr. Gore
12/9/16	Bethlehem, PA	Gr. 9-12/German Club/Ms. DeMarco

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>
11/19/16	NJ State House in Trenton	Gr. 4/Mrs. Falcone

The Board would like to recognize the PTA for its financial support, which helps to make many of these trips possible.

15.03b Approve the following student activities:

- Anti-Bullying assembly on 10/26/16, entitled "*Justice Rescue*"
- Reading and book signing by author, Alysson Foti Bourque, on 10/21/16

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: _____