



# 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

### REORGANIZATION MEETING

#### AGENDA

**January 4, 2017**

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, 2016.

2     Moment of Silent Meditation

3     Salute to the Flag

4     Official Election Results

Three Year Term

John S. Quigg, Jr.	1,994
Mark Andrew Russell	1,859
Laurie Beck	1,912

One Year Term

Sean Toner	2,054
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5     The Board Secretary administers the oath of office to elected members: John S. Quigg, Mark Andrew Russell, Laurie Beck, Sean Toner.

6 Roll Call

Ms. Amy Austin  
 Mr. Keith Austin  
 Mrs. Laurie Beck  
 Ms. Nancy Brett  
 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

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 Students of the Month

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 Correspondence10 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 2016
  - 11.01b +Fire/Safety Drills for December 2016
  - 11.01c +Health Report for December 2016
  - 11.01d +HIB Report for December 2016
  - 11.01e +Violence, Vandalism & Substance Abuse Report for December 2016
  - 11.01f Paraprofessional Volunteer for Wrestling: Kevin Josh Hernando

**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 December 2016 representing hand and machine checks totaling \$1,011,497.05
- 11.02b +Board Secretary's Report for November 2016 and the Treasurer's Report for November 2016 which have been found to be in agreement.

**Roll Call Vote by Full Board**

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

12 Old Business13 Personnel

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

- 13.01a Request to Enroll in College Course and Apply for Tuition Reimbursement:
- | <u>Staff Member</u> | <u>Course/Dates/University</u>                                                                             | <u>Reimbursement Cost</u> |
|---------------------|------------------------------------------------------------------------------------------------------------|---------------------------|
| Diane Torres        | ACC210170 Intermediate Accounting I,<br>SPA201500 Intermediate Spanish I/<br>1-20-17 to 5-14-17/Rowan @BCC | \$600.00                  |

- 13.01b Appoint Mr. Bolivar R. Rivera, Jr. as a bus driver for the Palmyra School District on an as need basis at a rate of \$19.00 per hour.

- 13.01c Approve the following substitute:
- | <u>Name</u>    | <u>Position</u> | <u>Rate of Pay</u>                                                      |
|----------------|-----------------|-------------------------------------------------------------------------|
| Kimberly Shinn | Teacher         | \$82.50/day (upon completion of long term teacher replacement position) |

**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 Ms. Jessica Ramsden, a student at LaSalle University, to do her practicum (100 hours) at Charles Street School under the guidance of Kara Shore beginning 1/17/17.
- 13.02b Appoint Ms. Jessica Mullan as the advisor for the Public Relations Club for the 2016-2017 school year at a stipend of \$475 (previously approved on 12/14/17 for the time period of 9/1/16 through 1/27/17).
- 13.02c Appoint Ms. Mary Petrucelli as a part time paraprofessional aide at a salary of \$10,725 pro-rated, pending criminal history review and completion of employment packet (replacement for Ms. Linda Tool who has retired).

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

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

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

### 14 Business, Finance and Operations

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

- 14.01a Approval to purchase School Dude Event Manager at a total cost of \$2630.

### **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 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 2017 calendar year.
- 15.01b 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

#### **2017 Board Meeting**

January 4, 2017

February 8, 2017

March 8, 2017 (Preliminary budget approval  
and Winter Sports recognition at DAS)

April 12, 2017

#### **2017 Committee Meeting**

January 25, 2017

February 22, 2017

March 22, 2017

April 26, 2017

May 3, 2017 (Public Budget Hearing)	-----
May 10, 2017 (Budget Adoption and Spring Sports Recognition at CSS)	May 24, 2017
June 14, 2017	-----
July – No meeting	July 26, 2017
August 9, 2017	August 30, 2017
September 13, 2017	September 27, 2017
October 11, 2017	October 25, 2017
November 8, 2017	November 29, 2017
December 13, 2017 (Meeting to be held at PHS)	
January 3, 2018 (Reorganization)	

### 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>
1/5/17	Camden County College <i>Teaching as a Career for You!</i>	Gr. 9-12/Mr. Gore
2/2/17	Mutter Museum	Gr. 11/Ms. VanZandt
*2/2/17	Pemberton High School	Palmyra Players Theatre Club/ Mrs. Muir
2/8/17	Mt. Laurel, NJ for Consumer Bowl	Gr. 9-12/Mr. Dyl
3/6/17	Franklin Institute in Phila.	Gr. 7-12/Mr. Yoon, Mr. Gore
3/22/17	Rowan College at BCC Mt. Laurel Campus	Gr. 12/Mrs. Crean

15.02b Approve the following student fundraising activities:

- Student Council (Kim Martino; Kelly Jones) to host a Skate Night at Holiday Skating Rink on a Thursday Night for PHS and CSS students (date to be determined) to raise funds for LTC
- Spanish NHS (Katie Salvo) to sell hand woven bracelets for \$5.00 from 1/23-28/2017 to raise money and awareness for the children of Guatemala and Nicaragua through the Pulsera project.
- Girls Basketball team (Sean Brady)
  - Hold a foul shooting fundraiser from 1/5/17 to 1/15/17 where players will raise money through donations from faculty, family and friends for each foul shot they make during this time;
  - \*Sell Palmyra hoodies to staff and classmates to raise money to pay for warm-up shirts beginning on 1/5/17 and continuing until they are sold out.

### 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 Accept a donation of charging station and 5 chrome books from DonorsChoose.org as part of a project titled, “Fourth Grade Digital Learning Chromebooks 1:1” made by Mrs. Deborah Falcone, teacher at Charles Street School.

15.03b Approve the following student activities:

- Presentation by author, Chrysa Smith, for Prekindergarten-Gr. 1 on 1/27/17

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

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

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

### 16 Public Forum for Additional Topics

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16.01 Recognition of members of the Public

16.02 Recognition of members of the Board

17 Board of Education Workshop on Ethics to be conducted by NJSBA.

18. Adjournment

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

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

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

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

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