



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

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

February 8, 2017

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 3, 2017.

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
Beverly Representative
Ms. Rebecca Lake, Student Representative

5 Presentations

5.01 Students of the Month
“Say No To Foam” Endeavor

5.02 Educators of the Year

6 Reports

- 6.01 Superintendent
 - 6.01a Violence, Vandalism, Substance Abuse and HIB Reports for Period 1
 - 6.01b Administrator Reports
 - 6.01c Superintendent’s Report
- 6.02 Board Committees
 - 6.02a Policy & Curriculum
 - 6.02b Finance & Physical Plant
 - 6.02c Human Resources & Negotiation
- 7.03 Sending District Reports
 - 6.03a Beverly
 - 6.03b Riverton
- 6.04 Student Representative
- 6.05 PTA
- 6.06 Borough Liaison

7 Correspondence – Rowan College at Burlington County

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 2017
 - 9.01b +Fire/Safety Drills for January 2017
 - 9.01c +Health Report for January 2017
 - 9.01d +HIB Report for January 2017
 - 9.01e +Violence, Vandalism & Substance Abuse Report for January 2017
 - 9.01f Volunteers: Elizabeth Marron, Kim Robinson, Rachel Ostroff, Jennifer Young, Colleen Sacca, Bridgette Breece, Linda Yansick
 - 9.01g Student Placement: #3767460739 to attend Burlington County Special Services School District, Lumberton Campus, for the remainder of the 2016/2017 school year at a rate of \$29,040 pro-rated effective 1/24/17.

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

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

- 9.02a +Check Register for January 2017 representing hand and machine checks totaling \$494,521.62.
- 9.02b +Board Secretary's Report for December 2016 and the Treasurer's Report for December 2016 which have been found to be in agreement.
- 9.02c +Cafeteria Report for December 2016 and January 2017
- 9.02d Transfer Report for January 2017
- 9.02e +Minutes
 - Special Meeting of November 30, 2016
 - Regular Meeting of December 14, 2016
 - Regular Meeting of January 4, 2017
- 9.02f Professional Development:
- | <u>Staff Member</u> | <u>Name/Date of Workshop/Travel</u> | <u>Location</u> | <u>Cost</u> |
|---------------------|---|-----------------|-------------|
| Amanda Milewski | Autism, ADHD & Anxiety in Children & Adolescents: Cutting Edge Sensory Strategies for Mental Health Treatment 2/22/27 | Cherry Hill, NJ | \$199.99 |
| Christina Birch | Student Assistance Counselor Conference 2/9/17-2/10/17 | Long Branch, NJ | \$295.00 |
| Kristin Tyler | Judy Freeman's Winners! Workshop 5/9/17 | Voorhees, NJ | \$209.00 |
| Tracy Sokolowski | Good Questioning for Inviting Learning in Mathematics 4/11/17 | Glassboro, NJ | \$149.00 |
- 9.02g Accept a donation from Mr. & Mrs. Blatz of a Holton Double French Horn, model 179/serial #527194, and new Protec Case at an estimated value of \$2,000.

Roll Call Vote by Full Board

Motion: _____ Second: _____

10 Old Business

11 Personnel

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

11.01a Request to Enroll in College Course and Apply for Tuition Reimbursement:

| <u>Staff Member</u> | <u>Course/Dates/University</u> | <u>Reimbursement Cost</u> |
|---------------------|--|---|
| Ken Miller | COUN5006-03 Survey of Research Methodology/1-9 to 3-17-17 Capella Univ. | per the 2016/2017 Collective Bargaining Agreement |

11.01b Approve the following substitutes:

| <u>Name</u> | <u>Position</u> | <u>Rate of Pay</u> |
|---------------------|-----------------------------------|--------------------|
| Winston Brown | Custodian | \$76.00 per diem |
| Christopher Barbera | Custodian | \$76.00 per diem |
| Damien Jennings | After School Program Teacher Aide | \$8.50/hr. |

- 11.01c Approve 150 hours of NJEXCEL School Administrator Internship and I-Mentoring under the guidance of Mr. Brian McBride for Mr. Charles Powell at no cost the school district.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

- 11.02a Approve a salary adjustment for Ms. Lauren Quinn from BA+15 to BA+30, effective 7/1/17, in order to reflect completed graduate credits.

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, 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: _____

13 Policy & 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:
- 0000 Bylaws Policy and Regulations reviewed
 - P 0131 Bylaws and Policies (revised)
 - P 0145 Board Member Resignation and Removal (revised)
 - P 0157 Board of Education Website (revised)
 - P 0163 Quorum (revised)
 - P 0165 Voting (revised)
 - P & R 1510 Americans with Disabilities Act (revised)
 - P & R 5116 Education of Homeless Children (revised)
 - P & R 8330 Student Records (revised)
 - P 2415.30 Title I – Educational Stability for Children in Foster Care (new-1st reading)
 - P & R 2418 Section 504 of the Rehabilitation Act of 1973-Students (new-1st reading)
 - P 5330.04 Administering an Opioid Antidote (new-1st reading)

- 13.01b +Accept the 2016 ESEA Accountability Action Plan as submitted to the Burlington County Office of Education

- 13.01c +Approve the 2017/2018 Course Description Booklet

- 13.01d Approve the following student fundraising:
- German Club (Katie DeMarco)
 - Host a chili competition on 2/13/17 in the PHS cafeteria. Guests will pay an entrance fee to try the different chilies. Money raised will go toward the German Club's trip to Germany.
 - Hold dress down days on 4/7 and 5/12 to raise money for the trip to Europe this summer
 - Class of 2019 (Christina Birch)
 - Hold dress down days on 3/3 and 3/31/17 to raise money for the class trip
 - Pancake Breakfast at IHOP Pancake House in Cherry Hill on 3/5/17
 - Jr. Student Council (Jennifer VanZandt)
 - Hold a bake sale at the chili competition on 2/13/17
 - Collect change to donate to the Burlington County Animal Shelter from 2/9 through 3/31/17
 - Middle School (Michele Levins) to hold a dress down day on 4/28/17 to raise money for middle school trips in the spring
 - Charity fundraiser for the American Heart Association (Bill Devlin):
 - Volleyball tournament in the high school gym on 3/31/17
 - Dress down day at CSS and PHS on 3/24/17
 - Dress down day at CSS only on 3/31/17
- 13.01e Approve the following student activities:
- Dr. Ayla Musciano to speak to middle school and high school science classes during February and March
 - Parent assembly provided by "Steered Straight" on 5/18/17 from 7-8:30 p.m. in the high school auditorium
 - Jr. Student Council Spring Dance on 5/5/17 in the PHS auditorium
- 13.01f Approve the creation of a new student activity account for deposit of money for the new "Frances Howard Make-A-Difference Memorial Award" that will be presented to a senior yearly.
- 13.01g Approve the following field trips:
- | <u>Date</u> | <u>Destination</u> | <u>Grade/Subject/Staff</u> |
|-------------|--------------------|--|
| 2/11/17 | LaSalle University | Boys Basketball/Mr. Matt Papenberg, Mr. Harding |
| 3/20/17 | Rowan University | Gr. 7-8/Mrs. Patchel |
- The Board would like to recognize the PTA for its financial support, which helps to make many of these trips possible.*
- 13.01h Approve homebound instruction for the following student:
#6772007814 pending out of district placement, effective 1/30/17

Roll Call Vote Full Board

Motion: _____ Second: _____

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

- 13.02a Approve homebound instruction for the following student:

#1012788434 pending out of district placement, effective 1/30/17

13.02b Approve the following field trips:

| <u>Date</u> | <u>Destination</u> | <u>Grade/Subject/Staff</u> |
|-------------|--|---|
| 4/12/17 | Adventure Aquarium | Gr. 2/Mrs. Mackey, Ms. Blatchley, Mrs. Riggi, Ms. Marrazzo, Mrs. McCann |
| 5/1/17 | Fernbrook Farms | Gr. 1/Ms. Quinn |
| 5/25/17 | Trenton Thunder/Arm & Hammer Park | Baseball Club Gr. 5-6/Mr. Devlin |
| 5/26/17 | Palmyra Nature Cove | Gr. 3/Mrs. O'Connell |
| 6/8/17 | Indian King Tavern Museum/ Challenge Grove Park | Gr. 5/Mrs. Allen |
| 6/12/17 | Ronald McDonald House | Gr. 3/Mrs. Adams |

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

Roll Call Vote Palmyra Board

Motion: _____

Second: _____

14 Public Forum for Additional Topics

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14.01 Recognition of members of the Public

14.02 Recognition of members of the Board

15 Adjournment

Voice Vote by Full Board

Motion: _____

Second: _____

Vote: _____

Time: _____