



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

September 13, 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 on September 11, 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 Quigg
Mr. Mark Russell
Mr. Nicolas Sarracino
Mr. Sean Toner
Mr. Jeffrey Elliot, Riverton Representative
Beverly Representative
Ms. Maura Scott, Student Representative

5 Presentations:

- PARCC

6 Reports

- 6.01 Superintendent
- 6.02 Board Committees
 - 6.02a Policy & Curriculum
 - 6.02b Finance & Physical Plant
 - 6.02c Human Resources & Negotiation
- 6.03 Sending District Reports
 - 6.03a Beverly
 - 6.03b Riverton
- 6.04 Student Representative
- 6.05 PTA
- 6.06 Borough Liaison
- 6.07 PHSFEE

7 Correspondence

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 +Fire/Safety Drills for July/August 2017

9.01b Volunteer: Ryan Butler as Paraprofessional Athletic Aide for Boys Soccer pending criminal history review

Motion: _____

Second: _____

Voice Vote by Full Board: _____

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

9.02a +Check Register for July 2017 representing hand and machine checks totaling \$229625.86

9.02b +Board Secretary's Report for June 2017 and the Treasurer's Report for June 2017, which have been found to be in agreement.

9.02c +Transfer Report for July 2017

9.02d +Board Minutes:

- Regular Meeting of August 9, 2017

- Executive Session of August 9, 2017
- 9.02e Student Placements for 2017/2018:
- Student #7710652979 to attend JFK Elementary School in Berlin Township, NJ at a tuition rate of \$26,079, effective 9/5/17
 - Student #7447515318 to attend YALE School, Audubon Campus at a tuition rate of \$55,683, effective 9/5/17
 - Student #2764359448 to attend Brookfield Academy in Cherry Hill, NJ at a tuition rate of \$58,320, effective 9/5/17
- 9.02f Students to receive educational services provided by the New Jersey Commission of the Blind and Visually Impaired:
- #2172559647 – Level 1 - \$1,900.00
 - #2377612853 – Level 1 - \$1,900.00
- 9.02g Approve Professional Development travel for the following staff/Board Member(s) to attend the NJSBA 2017 Workshop & Exhibition in Atlantic City, New Jersey from 23 October 2017 through 26 October 2017 at an estimated cost not to exceed \$350.00 per person. The listed staff/Board Member(s) have notified the Superintendent that the primary purpose of attending this travel event is to discuss methods to help schools use their limited resources more efficiently, ways school districts can become environmentally and financially sustainable, and strategies on becoming more effective school leaders.

Board Members:

Amy Austin
 Keith Austin
 Laurie Beck
 Mark Russell
 Nicolas Sarracino
 Sean Toner
 Brian McBride, Superintendent
 Todd Reitzel, Business Administrator/Board Secretary

This travel is directly related to the responsibilities of the staff/ Board Member(s) listed and furthers the efficient operation of the district

Motion: _____

Second: _____

Roll Call Vote by Full Board: _____

10 Old Business

- 10.01 Approve the following extracurricular appointment for the 2017/2018 school year, pending completion of criminal history review and employment packet, if necessary:

Activity

Track & Field Assistant Coach

Name

Kevin Potor

11 Personnel

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

- 11.01a Approve Ms. Linda Tool as a substitute teacher for the 2017/2018 school year at a rate of \$70.00 per diem.
- 11.01b Approve Mr. Curtis Amoah as a substitute teacher for the 2017/2018 school year at a rate of \$70.00 per diem.
- 11.01c Approve the voluntary transfer of Mrs. Christine Costello from the Business Office to Charles Street School Secretary for the 2017/2018 school year, effective October 1, 2017.
- 11.01d Approve the renewal of the following on-call bus drivers for the 2017/2018 school year at a rate of \$19.00 per hour:
Leo Kozlowski, Bolivar Rivera, Grant Cole, Benjamin Nixson
- 11.01e Approve the assignment of Mr. Bolivar Rivera to the following bus route for the 2017/2018 school year:
- Transport student #771065299 from Palmyra to the JFK School in Berlin, NJ. Route to be fixed at 5 hours per day

Motion: _____

Second: _____

Roll Call Vote by Full Board: _____

- 11.02 BE IT RESOLVED that the following personnel actions at Charles Street School are hereby approved as recommended by the Superintendent:
- 11.02a +Accept the resignation of Ms. Jessica Smith as a long term teacher replacement effective immediately.
- 11.02b Appoint Ms. Catherine Anderson as the long term teacher replacement for Mrs. Karla O'Connell's 3rd grade class from 9/5/17 through 12/15/17 at a per diem rate of \$259.25 (no benefits).
- 11.02c Rescind the offer of employment to Mr. Michael Gilbert as a cafeteria aide per the terms and conditions outlined for employment in the Palmyra School District.
- 11.02d Appoint Ms. Mary Jeanne Rosica as a part time special education teacher assistant at a salary of \$10,725.00 pro-rated for the 2017/2018 school year pending criminal history review and completion of district employment packet.

Motion: _____

Second: _____

Roll Call Vote by Palmyra Board: _____

12 Business, Finance and Operations

12.01 Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of June 30, 2017, 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.

Motion: _____

Second: _____

Roll Call Vote by Full Board: _____

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

12.02a Accept the ESEA - 2018 Title I Part A Grant in the amount of \$230,091 and the Title II Grant in the amount of \$32,849 and authorize the submission of the grant applications pursuant to this action and

12.02b Decline to accept Title III Grant funding in the amount of 1,758 for FY 2018; and

12.02c That the following full and partial salaries be paid from the ESEA Title I grant for the 2017/2018 school year:

Joe Rosato	Teacher	\$34,210 (50%)
Travis Di Martino	Teacher	\$25,926 (100%) P/T
Barbara Vieira	Teacher	\$57,978 (100%)
Agatha Williams	Teacher	\$67,225 (100%)

12.02d Approve the purchase of Systems 44 educational software suite for a cost of \$22,600. The cost will be covered by additional State aid received for 2017/18.

Motion: _____

Second: _____

Roll Call Vote by Full Board: _____

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:

- P 1511 Board of Education Website Accessibility (2nd reading/adoption)
- P & R 7424 Bed Bugs (2nd reading/adoption)

13.01b Approve the following curriculum as Common Core converted to NJSLS:

English 10	Statistics
English 11	Consumer Economics
Choir	Intro to Business

13.01c +Approve the Sidebar Memorandum of Agreement to the Agreement Between the Board of Education of the Borough of Palmyra and the Palmyra Education Association 2017-2020 to establish the Assistant Wrestling Coach position at a stipend rate of:
\$4,000 2017/2018

\$4,700	2018/2019
\$5,250	2019/2020

13.01d +Approve the 2017/2018 District Mentoring Plan

13.01e +Approve the 2017/2018 District Professional Development Plan

Motion: _____

Second: _____

Roll Call Vote by Full Board: _____

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

13.02a Approve the following student fundraising activities:

- Girls' Tennis Team to hold a Chipotle night on 9/25/17 at the Chipotle in Cinnaminson from 4-8 p.m. 50% of the proceeds will be donated to PHS tennis teams.
- Athletic department to sell old uniforms and warm ups that are no longer used from 9/14 to 12/21/17 to raise funds for new screens/flags/banners.
- PHS Cheerleading Team to sell towels at PHS football games during from 9/8/17 and will be ongoing while supplies last. Money raised will go towards purchasing extra cheerleader gear.
- Class of 2019 to manage snack bar set-up for Pal/Riv indoor winter soccer at Charles Street School from 1/1 to 3/3/2018. Money raised will go toward the senior trip fund.
- Soccer Booster Club to hold a hoagie sale on 9/9/17 to support the PHS soccer program.
- Class of 2020 (raise money for the prom and/or class trip:
 - Pretzel sales on Tuesdays from 9/19 through 5/29
 - Popcorn sales from October to November

13.02b Approve the following educational field trips:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject/Staff</u>
10/14/17	West Deptford HS	Marching Band/Mr. Moore
10/28/17	Central Dauphin MS In Harrisburg	Marching Band/Mr. Moore
10/19/17	Collingswood HS	Gr. 9-12/Ms. DeMarco
5/23/18	Cooper Trauma	Gr. 9-12/Mrs. Birch

Motion: _____

Second: _____

Roll Call Vote by Full Board: _____

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

13.03a Approve the following PTA fundraising activities:

- Sell yearbooks throughout the 2017/2018 school year
- Have concession stands at movie nights on Fridays throughout the 2017/2018 school year
- Sell flowers from 3/7/18 – 3/21/18

- Host school pictures on 9/22/17 and 3/6/18
- Hold a spirit gear sale from 10/18 – 11/1/17
- Hold a coupon book for kids supplies from 9/20 – 10/4/17
- Have a poinsettia sale from 11/15 – 12/14/17 with pick-ups on 12/14/17
- Host a book fair from 10/16 – 10/20/17; 2/20 – 2/23/18; 5/10 – 5/11/18
- Host a holiday shop from 12/4 – 12/8/17
- Host an ice cream social on 5/11/17
- Hold membership sales for PTA throughout the 2017/2018 school year

Motion: _____

Second: _____

Roll Call Vote by Palmyra Board: _____

14 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.

14.01 Recognition of members of the Public

14.02 Recognition of members of the Board

15 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 Interviews for vacant seat on the Board of Education

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 may take action.

Motion: _____

Second: _____

Voice Call Vote by Full Board: _____

16 Adjournment

Motion: _____

Second: _____

Voice Vote by Full Board _____

Time: _____