



PALMYRA BOARD OF EDUCATION
PALMYRA, NJ 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

April 11, 2018

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 March 30, 2018.

2 Moment of Silent Meditation

3 Salute to the Flag

4 Roll Call

Mrs. Amy Austin
Mrs. Laurie Beck, Vice President
Mrs. Judy Belton
Mr. John Liebe
Mr. John Quigg
Mr. Mark Russell, President
Mr. Nicolas Sarracino
Mr. Sean Toner
Mrs. Tonya Washington
Mr. Jeffrey Elliot, Riverton Representative
Beverly Representative
Ms. Maura Scott, Student Representative

5 Presentations:

- 5.01 Students of the Month
- 5.02 +Teachers of the Year
- 5.03 +Educational Services Professionals of the Year

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 in approximately 20 minutes following the end of the closed session.

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 action will be taken.

Voice Vote by Full Board

Motion: _____
 Second: _____
 Vote: _____ Time: _____

7 Return from Executive Session

Voice Vote by Full Board

Motion: _____
 Second: _____
 Vote: _____ Time: _____

8 Reports

- 8.01 Superintendent
- 8.02 Board Committees
 - 8.02a Policy & Curriculum

- 8.02b Finance & Physical Plant
- 8.02c Human Resources & Negotiation
- 8.02d Strategic Ad-hoc Committee

- 8.03 Sending District Reports
 - 8.03a Riverton

- 8.04 Student Representative
- 8.05 PTA
- 8.06 Borough Liaison
- 8.07 PHSFEE

9 Correspondence

- 9.01 +Thank you from Monroe Township Public Schools for the donation made to the Williamstown Middle School Drama club in memory of Mr. Ron Coleman.
- 9.02 +Thank you from the McBride family for the donation made on behalf of Mr. Ron Coleman.

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 for March 2018
 - 11.01b +Fire/Safety/Bus Drills for March 2018
 - 11.01c +Health Report for March 2018
 - 11.01d +HIB Report for March 2018
 - 11.01e +Student Safety Data Report for March 2018

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 March 2018 representing hand and machine checks totaling \$ 1,708,824.30
- 11.02b +Board Secretary's Report for February 2018 and the Treasurer's Report for February 2018 which have been found to be in agreement.
- 11.02c +Transfer Report for March 2018
- 11.02d +Board Minutes:
 - Regular Meeting of March 14, 2018

11.02e Professional Development:

Staff Member	Name of Workshop/ Travel	Date	Cost	Location
William Blatchley	NJASBO Fall Conference	6/6/18-6/8/18	677.91	Atlantic City, NJ
Katie Salvo	Accelerate Your Students' Use of the Target Language	5/4/18	239.00	Cherry Hill, NJ
Stephanie Cancglin	Ignite STEM Conference	4/13/18	55.80	New York, NY
Brian McBride, Lianne Kane, Ken Holloway, Stacy Saia	Technical Assistance on the Annual School Planning System	4/11/18	0	Trenton, NJ
Alex Torrance	MathQuest Fellowship	5/8/18	150.00 max	New York, NY
Tracy Sokolowski	MathQuest Fellowship	5/8/18	150.00 max	New York, NY
Amanda Ehret	MathQuest Fellowship	5/8/18	150.00 max	New York, NY
Rachel Odgers	MathQuest Fellowship	5/8/18	150.00 max	New York, NY
Stacy Saia	Humor, Inspiration, and Motivation: Keeping "H.I.M." in Focus	5/22/18	149.00	Monroe, NJ
Stacy Saia	Your PARCC Math Data is Talking to You - Are You Listening? (Part 1)	5/24/18	149.00	Monroe, NJ
Stacy Saia	Now That You Are Listening to Your PARCC Math Data What Are You Going to Do? (Part 2)	6/6/18	149.00	Monroe, NJ

Roll Call Vote Full Board

Motion: _____ Second: _____

12 Old Business - none

13 Personnel

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

13.01a Approve the following extracurricular appointments effective 10/1/17 for the 2017/2018 school year, pending completion of criminal history review and employment packet, if necessary:

Activity

Staff Member

Varsity Basketball Head Coach

Brian Harding

- 13.01b Approve the following part time Custodian appointments effective 4/16/18, at a salary of \$12,480 (pro-rated) pending completion of criminal history review:

Mark Eriston

Theodore Nickens

- 13.01c Approve the following substitute Custodian appointments effective 4/16/18, at a salary of \$10.00 per hour pending completion of criminal history review:

Jake Fitzpatrick

- 13.01d Approve the following substitute:

Name	Position	Rate of Pay
Timothy Coneby	Teacher	\$82.50

- 13.01e Approve the following Student Teaching Placements:

Name	College/University	Dates	Cooperating Teacher
Nancy Brown	Rutgers, Camden	10/22-12/14/2018	Jamie Patchel
Armani Cruz	Rutgers, Camden	09/05-12/14/2018	Jeffrey Moore

Roll Call Vote Full Board

Motion: _____ Second _____

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

+Pursuant to contract approval by the Executive County Superintendent, appoint William R. Blatchley to serve as School Business Administrator/Board Secretary for the 2018-2019 school year under the terms and conditions of said contract.

Roll Call Vote Full Board

Motion: _____ Second _____

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

- 13.03a Approve the appointment of Janine Panto as a Cafeteria Aide at the Charles Street School for the remainder of the 2017-18 school at the rate of \$12.00 per hour for three hours per day pending completion of a criminal history review.

- 13.03b Approve the following Student Teaching Placement:

Name	College/University	Dates	Cooperating Teacher
Kathryn Petersen	TCNJ	09/04-12/14/2018	Karla O'Connell

- 13.03c Approve Kimberly Shinn as a long term teacher replacement for grade 5 from 5/4/2018 through the end of the school year at a salary of \$51,851 (pro-rated).

- 13.03d Approve Sharon Wariner as a long term teacher replacement for grade 5 from 5/7/2018 through 6/14/2018 at a salary of \$51,851 (pro-rated).

Roll Call Vote Full Board

Motion: _____ Second _____

14 Business, Finance and Operations

14.01 Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of February 28, 2018, 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, Finance and Operations actions are hereby approved as recommended by the Superintendent:

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Palmyra Public School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as "Effective Period") issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW THEREFORE be it resolved that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

Roll Call Vote Full Board

Motion: _____ Second _____

14.03 BE IT RESOLVED that the following Business, Finance and Operations actions are hereby approved as recommended by the Superintendent:

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey

Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Palmyra Public School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW THEREFORE be it resolved that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative

to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

Roll Call Vote Full Board

Motion: _____ Second _____

14.04 BE IT RESOLVED that the following Business, Finance and Operations actions are hereby approved as recommended by the Superintendent:

WHEREAS N.J.S.A 18A:22-8.1 and N.J.A.C 6A:23A-13.3(d) authorize district boards of education to appropriate unbudgeted or under budgeted aid for which approval was granted by the Commissioner in written notification to the district board of education of the increase in state aid, and

WHEREAS the Commissioner, in a special broadcast dated July 14, 2017, granted approval for any district with an increase in state aid to transfer and appropriate this unbudgeted/under budgeted revenue for 2017-2018 as a mid-year budget revision, and

WHEREAS the Palmyra Board of Education wishes to transfer and appropriate the state aid revenue increase in the 2017-2018 budget

NOW THEREFORE be it resolved that the Palmyra Board of Education hereby approves the transfer and appropriation of additional equalization aid in the amount of \$52,218 to increase general fund line items as follows:

Account	Original Budget	Increase	Adjusted Budget
11-000-219-592-000-60	11,500	27,261	38,761
12-000-261-730-000-00	150,976	24,957	175,933

Roll Call Vote Full Board

Motion: _____ Second _____

14.05 BE IT RESOLVED that the following Business, Finance and Operations actions are hereby approved as recommended by the Superintendent:

14.05a Accept the donation of new tables and chairs for the Charles Street School Library Media Center from the Palmyra PTA.

14.05b Approve the acceptance of a donation from Mrs. Myrtle T. Christie to the George H. Christie Memoria Fund in the amount of \$20,000.

14.05c Approve contract with Bayada Pediatrics of Mount Laurel for 1:1 nursing services pursuant to contract on file in the Business Office.

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 the revised 2017-2018 school calendar.
- 15.01b Approve the following new policy:
 - P 7461 +District Sustainability (1st reading)
- 15.01c Approve the following new policy:
 - P 0169.02 +Board Member Use of Social Networks (2nd reading)
- 15.01d Approve 1:1 nurse for student #7582768356 pursuant to nursing service contract. Total cost \$13,328.00.
- 15.01e +Approve Operation Safe Kids in conjunction with the Secret Service on May 22, 2018 to provide consenting parents with an identification/fingerprint packet for their child.
- 15.01f +Approve renaming the annual Palmyra Softball Tournament to the “Ed Morgan Memorial Softball Tournament at Palmyra” in remembrance of long-time Palmyra High School softball Coach Ed Morgan.
- 15.01g Approve the Memorandum of Agreement with the Dr. Clarence B. Jones Institute for Social Advocacy.
- 15.01h Approve the following fundraising activities:
 - The Class of 2018 to sell graduation lawn signs to parents/family of graduating seniors from 4/12/18 to 5/18/18 for \$5.00 over their original cost.
 - The German Club to host a Dine and Donate at Treno Pizza, Haddon Ave, Westmont on May 3, 2018 with proceeds going to their trip to Europe.
 - *The German Club to host a Dine and Donate at the Delran Chick-fil-A on 5/21/18 from 4pm-close with proceeds going to their trip to Europe.
- 15.01i Approve the following educational field trips:

Date	Destination	Grade/Subject	Staff
5/30/18	2018 NJ Future Educators’ Conference, Stockton University	Tomorrow’s Teachers	Ms. Patchel
5/21/18	Barnes Museum Philadelphia, PA	4 th -8 th Grade PTA Art Award Recipients	Mr. Graff

15.01j Approve 2017-2018 QSAC District Improvement Plan (DIP)

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 Grade Reconfiguration

Roll Call Vote Palmyra 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 educational field trips:

Date	Destination	Grade/Subject	Staff
5/31/18	Six Flags Great Adventure, Jackson, NJ	6 th Grade Safeties	Ms. Cancglin
5/25/18	Paws Farm Mt. Laurel, NJ	PreSchool	Ms. Pagoda
6/8/18	Walking Trip to Legion Field	PreSchool	Ms. Pogoda

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: _____

Respectfully Submitted,



Brian J. McBride
Superintendent of Schools