



PALMYRA BOARD OF EDUCATION
PALMYRA, NJ 08065

Brian J. McBride
Superintendent of Schools

Administrative Office
 301 Delaware Avenue
 856-786-9300
 FAX: 856-829-9638

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

JUNE 20, 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 May 4, 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 Eagle Scout Presentation

5.03 BE IT RESOLVED that the following action is hereby approved as recommended by the Superintendent:

**WHEREAS, Sean William Stocker, a student at Palmyra High School; and*

WHEREAS, in recognition of his outstanding achievement in the Boy Scouts of America to the distinguished rank of Eagle Scout on January 23, 2018; and

WHEREAS, having completed a leadership service project for Riverton Public School by building a Gaga Pit; and;

WHEREAS, he has served the Boy Scouts of America in Troop 25 as Patrol Leader and Quartermaster; and has earned more than 21 merit badges;

NOW THEREFORE BE IT RESOLVED, that we, the Members of the Board, do hereby congratulate Sean William Stocker for his exemplary achievement of the rank of Eagle Scout and we commend him for his leadership and commitment to the traditions and values of the Boy Scouts of America.

Roll Call Vote Full Board

Motion: _____ Second: _____

5.04 Class of 2018 Presentation

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, in approximately 45 minutes 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 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
8.01a Superintendent’s Report

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 Beverly
8.03b Riverton

8.04 Student Representative
8.05 PTA
8.06 Borough Liaison
8.07 PHSFEE

9 Correspondence

9.01 +Thank you from Samaritan Hospice for the donation made in memory of Mrs. Rosemarie 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 May 2018

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

- 11.01f Approve Doug Ferraro and Sammie Shafer to volunteer for band during summer 2018 pending criminal history background checks.

- 11.01g Approve the following paraprofessional volunteer coaches (pending criminal history background check):
 - Boys Soccer: Kevin Murphy, Tim Brett, Jason Ewing, Ryan Butler
 - Girls Soccer: Celena King, Jess Boatwright, Kristen Keller
 - Boys/Girls Tennis: Jody Demas, Sam Crean
 - Football: Chris Geisel, Conor Geisel, Tom Wapinsky, Curtis Amoah, Justin Thompson, Dan Golena
 - Wrestling: Geoff Wade, Kevin Hernando
 - Winter/Spring Track: Clayton Tennison
 - Baseball: Ed Sanderson, Dan George
 - Softball: Dan Mackafee, April Dixon

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 May 2018 representing hand and machine checks totaling \$ 2,279,969.65.
 - 11.02b +Board Secretary’s Report for April 2018 and the Treasurer’s Report for April 2018 which have been found to be in agreement.
 - 11.02c +Transfer Report for May 2018.
 - 11.02d +Board Minutes:
 - Regular Meeting of May 9, 2018

Roll Call Vote Full Board

Motion: _____ Second: _____

- 11.03 BE IT RESOLVED that the following is hereby accepted and approved:
 - 11.03a Professional Development:

Name	Workshop/Travel	Date	Cost	Location
Richard Dreby	2018 Safe Schools Symposium	10/23/18	237.00	East Windsor, NJ
Kristen Holcomb	Wilson Professional Learning Foundations Training Level K	8/27/18	289.00	Mt. Laurel, NJ
Michele Mills	Wilson Professional Learning	8/27/18	289.00	Mt. Laurel, NJ

	Fundations Training Level K			
Lauren Quinn	Wilson Professional Learning Fundations Training Level K	8/27/18	289.00	Mt. Laurel, NJ
Barbara Vieira	Wilson Professional Learning Fundations Training Level 1	8/28/18	289.00	Mt. Laurel, NJ
Karla O'Connell	Wilson Professional Learning Fundations Training Level 1	8/28/18	289.00	Mt. Laurel, NJ
Jessica Mullan	Wilson Professional Learning Fundations Training Level 1	8/28/18	289.00	Mt. Laurel, NJ
Jenna Mackey	Wilson Professional Learning Fundations Training Level 2	8/29/18	289.00	Mt. Laurel, NJ
Katie Merrill	Wilson Professional Learning Fundations Training Level 2	8/29/18	289.00	Mt. Laurel, NJ
Michelle McCann	Wilson Professional Learning Fundations Training Level 2	8/29/18	289.00	Mt. Laurel, NJ
New PHS Principal	Danielson Framework for New Administrators	8/14/18	178.00	Galloway, NJ
New PHS Vice Principal	Danielson Framework for New Administrators	8/14/18	178.00	Galloway, NJ
Chris Tracey	Danielson Refreshers for Experienced Administrators	8/16/18	106.00	Galloway, NJ
Michael Papenberg	Danielson Refresher for Experienced Administrators	8/16/18	106.00	Galloway, NJ
Brian McBride	Danielson Refresher for Experienced Administrators	8/16/18	106.00	Galloway, NJ
Ken Holloway	Danielson Refresher for Experienced Administrators	8/16/18	106.00	Galloway, NJ
Lianne Kane	Danielson Refresher for Experienced Administrators	8/16/18	106.00	Galloway, NJ
Stacy Saia	Danielson Refresher for Experienced Administrators	8/16/18	106.00	Galloway, NJ
Kristina Stagliano	Wilson Professional Learning Fundations Training Level 1	8/28/18	289.00	Mt. Laurel, NJ
Catherine Blatchley	Wilson Professional Learning Fundations Training Level 2	8/29/18	289.00	Mt. Laurel, NJ
Rob Reimer	Techstock 2018	7/25/18	35.00	Galloway, NJ
Devon Murtagh	Techstock 2018	7/25/18	35.00	Galloway, NJ
Elizabeth Follis	Math Task Design with Desmos Activity Builder	8/1/18	149.00	Mt. Holly, NJ
Michele Levins	Math Task Design with Desmos Activity Builder	8/1/18	149.00	Mt. Holly, NJ
Karen DeCesare	Math Task Design with Desmos Activity Builder	8/1/18	149.00	Mt. Holly, NJ
Alex Torrance	Math Task Design with Desmos Activity Builder	8/1/18	149.00	Mt. Holly, NJ
Alex Torrance	Creating HS Math Curricula with Career Pathways in Mind	8/2/18	119.00	Mt. Holly, NJ

11.03b Approve Professional Development/Travel for the following staff/Board Member(s) to attend the NJSBA 2018 Workshop & Exhibition in Atlantic City, New Jersey, from October 22 through October 25, 2018 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 reinforces our belief that every child has a path toward success, and to discuss strategies for becoming more effective school leaders:

Name	Position
Amy Austin	Board of Education Member
Judy Belton	Board of Education Member
Laurie Beck	Board of Education Member
John Liebe	Board of Education Member
Nicholas Sarracino	Board of Education Member
John Quigg	Board of Education Member
Sean Toner	Board of Education Member
Tonya Washington	Board of Education Member
Mark Russell	Board of Education Member
Brian J. McBride	Superintendent of Schools
William R. Blatchley	Business Administrator

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

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:

That the Superintendent is authorized to appoint and transfer certificated and non-certificated staff during the periods of June 21, 2018 through August 8, 2018 and August 9, 2018 through September 12, 2018 with Board confirmation at the next regular meeting.

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:

13.02a The following students are hereby approved to participate in the district Summer Student Work Program under the terms and conditions set forth for program management compensated at the hourly wage rate of \$8.60/hour. Technology 13164305, 302311, Facilities 303766, 13905514, 13420522, 301940.

13.02b Approve the following staff members for summer IEP review and meetings as follows with rate of pay in accordance with the 2018/2019 collective bargaining agreement:

Name	Position	Number of Days
Karyn Frengs	School Psychologist	2 days
Kent MacDougall	School Social Worker	2 days

Gina Lewis	School Psychologist	2 days
TBD	ESU Speech/Language Specialist	2 days
Jennifer Wierski	ESU, LDTC	2 days
Amanda Milewski	Special Education Teacher	2 days
Agatha Williams	General Education Teacher	2 days

13.02c Approve the following staff members for summer work as follows with rate of pay in accordance with the 2018/2019 collective bargaining agreement:

Name	Position	Number of Days
Kathleen McClure	High School Nurse	3 days
Samantha Crean	High School Guidance Counselor	8 days
Kara Shore	High School Guidance Counselor	8 days
Lauren Schmidt	ASP Teacher Coach	1 day
Elizabeth Follis	ASP Teacher Coach	1 day

Roll Call Vote Full Board

Motion: _____ Second: _____

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

Approve the following staff members to write curriculum at the established hourly rate of \$33.00/hr in accordance with the negotiated agreement:

Name	Number of Hours	Name	Number of Hours
Catherine Blatchley	18 hours	Lauren Quinn	10 hours
Joseph DeFranco	16 hours	Melanie Sharkey	21 hours
Katie DeMarco	13 hours	Alex Torrance	8 hours
Elizabeth Follis	26 hours	Jannet Vaca	5 hours
Kenneth Miller	8 hours	Jennifer VanZandt	10 hours
Christine Onorato	10 hours	Sean Brady	5 hours

Roll Call Vote Full Board

Motion: _____ Second: _____

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

That the position of Student Assistance Coordinator and two Art positions be abolished.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

- 13.05a Approve Ms. Mary DelRossi-Bishop to serve as the Extended School Year Nurse from 7/5/2018 through 8/2/2018. Rate of pay will be in accordance with the 2018/2019 collective bargaining agreement.
- 13.05b Approve Ms. Michelle McCann to serve as the Extended School Year teacher from 7/5/2018 through 8/2/2018. Rate of pay will be in accordance with the collective bargaining agreement.
- 13.05c Approve Ms. Lisa Childs to serve as the Extended School Year assistant from 7/5/2018 through 8/2/2018. Rate of pay will be in accordance with the collective bargaining agreement.
- 13.05d Approve the following staff members to work summer enrichment camps as follows with rate of pay in accordance with the 2018/2019 collective bargaining agreement:

Staff Name	Enrichment Program
Heewon Yoon	STEAM Camp
Eric Mehler	Algebra Boot Camp
Ken Miller	US History
Heewon Yoon	AP Chemistry, AP Physics & Physics First
Kelly Jones	AP Biology
Thomas Sheel	AP European History
Alex Torrance	AP Calculus

Roll Call Vote Full Board

Motion: _____ Second: _____

- 13.06 BE IT RESOLVED that the following personnel actions are hereby approved as recommended by the Superintendent:
 - 13.06a Appoint Ms. Kara Shore as the district’s Harassment, Intimidation and Bullying (HIB) Specialist for the 2018-2019 school year.
 - 13.06b Appoint Mr. Nicholas Nahrwold to the position of Math Teacher at Palmyra High School for the 2018-2019 school year at a salary of \$56,612.00 (MA, Step 2).
 - 13.06c Appoint Mrs. Diane Torres to the position of Administrative Assistant to the Business Administrator effective July 1, 2018 at a salary of \$43,000.00.
 - 13.06d Appoint Ms. Heather Kelleher to the position of Part Time Basic Skills Teacher for the 2017-2018 school year at a salary of \$26,111 (BA, Step 1).
 - 13.06e +Appoint Ms. Lisa Sabo to the position of Palmyra High School Principal effective July 1, 2018 at a salary of \$115,000.00 pending criminal history background check and contract release.
 - 13.06f The employment of Jeffrey Graiff and Christina Birch be terminated effective June 30, 2018 as a result of reduction in force.
 - 13.06g Establishment of the position of STEAM teacher.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

- 13.07a Approve the following After School Program staff at the Tier II rate (\$15.50/hour) for the 2018/2019 school year: Donna Aaronson, Lisa Childs, E. Lisa Eckhardt, Mary Petrucelli, and Holly Skowronski.
- 13.07b Approve the following After School Program staff at the Student rate (\$8.85/hour) for the 2018/2019 school year: Student 9405421974, Student 6352673417, Student 5407944590, Student 9808930326, Student 8503737632 and Student 6323898379.
- 13.07c Approve a salary adjustment for the following staff to meet the minimum wage requirements effective February 1, 2018: Student 8503737632, Student 3071242184, Student 5407944590, Student 6323898379, Student 6352673417 and Student 9405421974.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

- 13.08a Appoint Mr. Ken Holloway as the Harassment, Intimidation and Bullying Coordinator, Substance Awareness Officer, Chemical Hygiene Officer for the 2018/2019 school year.
- 13.08b Appoint Mr. Christopher Tracey as the 504 Officer for Charles Street School and Mr. Michael Papenberg as the 504 Officer for the Palmyra High School.
- 13.08c Appoint Mr. Christopher Tracey as the Assistant Principal for the Charles Street School.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

Approve the following staff transfers:

Name	From	To
Patricia Giordano	Palmyra High School	Charles Street School
Lauren Schmidt	Palmyra High School	Delaware Avenue School
Elizabeth Follis	Palmyra High School	Delaware Avenue School
Kara Shore	Charles Street School	Palmyra High School

Roll Call Vote Full Board

Motion: _____ Second: _____

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

Approve the following extracurricular appointments for the 2018/2019 school year as per the collective bargaining agreement or as otherwise determined by the board:

ACTIVITY

Art Club
 Band & Travel Director
 Book Club
 Central Detention (2 days/wk)

 Class Advisor-Freshman
 Class Advisor-Sophomore
 Class Advisor-Junior
 Class Advisor-Senior
 Consumer Affairs Club
 Environmental Club
 German Club & German NHS
 GSA Club
 Interact Grades 9-12
 MS Intramurals-Fall
 MS Intramurals-Spring
 NHS
 JR NHS
 Palmyra Players-Director
 Palmyra Players-Producer
 Renaissance Club
 Robotics Club
 SAT-Language Arts Prep
 SAT-Math Prep
 Spanish Club NHS
 Student Council 9-12
 Student Council 7-8
 Tillicum Literary
 Tillicum Business

ADVISOR

Lisa Muir-Jablonski
 Jeffrey Moore
 Travis DiMartino
 Elizabeth Follis, Katie DeMarco, Maria Keefe,
 Kelly Jones, Carrie Tretola
 Alex Torrance
 Thomas Sheel
 Eric Mehler
 Alex Torrance
 Matthew Dyl
 Kelly Jones
 Katie DeMarco
 Katie DeMarco
 Lorita Foster
 Aaron MacKenzie
 Sean Brady
 Sabrina Bonner
 Terry Wallace
 Lynn Lofland
 Lisa Muir-Jablonski
 Jannet Vaca & Karen DeCesare
 John Yoon
 Lorita Foster
 Karen DeCesare
 Katie Salvo & Jannet Vaca
 Kelly Jones & Kim Martino
 Jennifer VanZandt
 Devon Murtagh
 Devon Murtagh

ATHLETICS

Baseball-Varsity Coach
 Baseball-JV Coach
 Basketball, Boys-Varsity Coach
 Basketball, Boys-JV Coach
 Basketball, Girls-Varsity Coach
 Basketball, Girls-JV Coach
 Basketball-7/8 Girls
 Basketball-7/8 Boys
 Cheerleaders-Fall
 Cheerleaders-Winter
 Cross Country
 Football-Varsity Coach
 Football-Assistant #1/JV Coach
 Football-Assistant #2
 Soccer, Boys-Varsity Coach
 Soccer, Boys-JV Coach
 Soccer, Girls-Varsity Coach

ADVISOR

Aaron MacKenzie
 Matthew Papenberg
 Brian Harding
 Matthew Papenberg
 Sean Brady
 Ken Miller
 Christiana Quinton
 William Devlin
 Elizabeth Follis
 Elizabeth Follis
 John Slocum
 Jack Geisel
 Kevin Potor
 Mark Zataveski
 Mike Papenberg
 William Devlin
 Matthew Papenberg

Soccer, Girls-JV Coach	Ken Miller
Softball-Varsity Coach	Ken Miller
Softball-JV Coach	Melanie Sharkey
Tennis, Boys-Coach	William Devlin
Tennis, Girls-Coach	Katie Salvo
Track, Winter-Varsity Coach	John Slocum
Track, Winter-JV Assistant	Kevin Potor
Track, Spring, Boys-Varsity Coach	John Slocum
Track, Spring, Boys-JV Coach	Jack Geisel
Track, Spring, Girls-Varsity Coach	Elizabeth Follis
Track, Spring, Girls-JV Coach	Kevin Potor
Wrestling-Varsity Coach	Chris Notte
Wrestling-JV Coach	Zach Stosius

Roll Call Vote Full Board

Motion: _____ Second _____

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

13.11a +Accept a letter of intent to retire from Anne Elizabeth Nixon effective June 30, 2018.

13.11b Approve the following extracurricular appointments for the 2018/2019 school year as per the collective bargaining agreement or as otherwise determined by the board:

<u>ACTIVITY</u>	<u>ADVISOR</u>
Book club Gr 3-4	Amanda Milewski
Book Club Gr 5-6	Linda Plym
Computer Club	Douglas Straeter
Drama Club	Nicole Michaels
Just Say No Club	Rachel Odgers
Choir	Joseph DeFranco
5/6 Student Council	Stephanie Cancglin
Intramural Baseball	Douglas Straeter
Intramural Field Hockey	Kristen Holcomb
Intramural Basketball	Douglas Straeter
After School Tutoring Gr 1-2	Catherine Blatchley
After School Tutoring Gr 3-4	Melanie Gerner
After School Tutoring Gr 5-6	Rachel Odgers
STEAM Club Advisor	Stephanie Cancglin
Central Detention (2 days/week)	Catherine Blatchley & Mary Del-Rossi-Bishop

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 April 30, 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:

14.02a Approve the use of Brett Dinovi & Associates to provide 2018 Extended School Year (ESY) service of a 2:1 Clinical Associate Aide for student #4477407790 and student # 6301240458. The contracted rate for two (2) students is \$2,137.50 as per the proposals on file in the Business office.

14.02b Approve the use of Princeton Healthcare System/Penn Medicine Princeton Health to provide Occupational Therapy (OT) and/or Physical Therapy (PT) services for student #9870573034 for the 2018/2019 school year as per IEP. Service cost: \$93.00 per visit as per the proposals on file in the Business office.

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:

14.03a Renewal of the District's dental insurance with Delta Dental under the Barclay Group for the 2018/2019 school year.

14.03b Renewal of the District's Property, Liability, Automobile, Boiler & Machinery, Environmental Impairment, Workers Compensation, Legal Liability and Excess Liability insurance with the School Alliance Insurance Fund for year three of three years beginning July 1, 2018 and ending July 1, 2019 at 12:01am EST and to be subject to the coverage's, operating procedures, bylaws and other organizational and operational documents of the fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance. The School Business Administrator, appointed School Alliance Insurance Commissioner, is authorized to execute the renewal Indemnity and Trust Agreement and to submit any and all required renewal documents to the Fund.

14.03c Approve Lincoln Investment and Equitable AXA as the district's 403(b) providers.

14.03d Approve Lincoln Investment as the district's 403(b) Roth provider.

14.03e Renew the agreement with OMNI to serve as the District third-party cafeteria plan administrator.

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:

- 14.04a That Investors Bank is hereby appointed as the depository for school district funds for the 2018-2019 school year;
 - 14.04b That checks drawn on the Palmyra School District General Account, #1000585209, Payroll Account #1000585214 and Agency Account #1000585228 in Investors Bank, be signed by the Board President, Business Administrator, and School Treasurer;
- That checks drawn on the Palmyra School District Unemployment Account, #1000585247, Cafeteria Account #1000585252, Child Care Account #1000585266, Flexible Spending Account #1000585271, and Reserve Account #1000585285 in Investors Bank, be signed by the Business Administrator;
- That checks drawn on the Palmyra School District Student Activity Account #1000585233 in Investors Bank, be signed by the Superintendent and Business Administrator; and
- That the Business Administrator is hereby authorized to initiate fund transfers on all Palmyra School District accounts in Investors Bank.

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:
 - +That the technology and facilities equipment listed on Attachment A, which has been determined to be of no educational or operational value based on age and condition, be disposed of in accordance with currently established procedures.

Roll Call Vote Full Board

Motion: _____ Second: _____

- 14.06 BE IT RESOLVED that the following Business, Finance and Operations actions are hereby approved as recommended by the Superintendent:
 - 14.06a The Business Administrator is authorized to process invoices for payment with Board confirmation at the next regular meeting. The Business Administrator is authorized to complete account transfers with Board confirmation at the next regular meeting.
 - 14.06b +Pursuant to PL 2015, Chapter 47 the Palmyra Board of Education intends to renew, award, or permit to expire the contracts previously awarded by the board of education per Attachment B. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.
 - 14.06c That Nutri-Serve Food Management Inc., pursuant to RFP, be awarded the contract to manage food service operations as specified in the RFP documents for the period 2018-2019 through 2020-2021 term as specified in accordance with the terms and conditions of said contract, for fee in the first year of the contract not to exceed \$23,000.00 and a guarantee of not less than \$23,000.00 profit.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

14.07a +That the Unit Pricing Rates as presented to the Finance Committee be utilized and applied as required for the 2018/2019 school year (Attachment C).

14.07b That petty cash accounts be established for the 2018-2019 school year in accordance with District Policy 6620 in the amounts and under the direction of staff as follows with the maximum expenditure that may be made from each school or department account is seventy-five dollars (\$75). The maximum expenditure that may be made from the Business Office account is two-hundred dollars (\$200).

Business Office	\$350	Business Administrator
Charles Street School	\$125	Principal
Palmyra High School	\$125	Principal
Buildings & Grounds	\$125	Maintenance Supervisor

14.07c Create Student Activity Fund Disney and Class accounts for the Class of 2022 and for Track and Field.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

+That the following Professional Service contracts are awarded pursuant to N.J.S.A. 18A:18A-5(a)(1). The contract period for all contracts listed below is one-year beginning 1 July, 2018 and ending on 30 June, 2019. That a copy of this action as well as the contracts be placed on file with the Board Secretary and that a notice specifying these awards be published in accordance with the Public School Contracts Law (Attachment D).

- Joseph Betley, Esq. of Capehart & Scatchard school solicitor - not to exceed \$25,000
- McManimon, Scotland & Baumann LLC, Bond Counsel of Record – cost vary depending upon services rendered, no costs anticipated at this time
- Nightlinger, Colavita, & Volpa PA, Auditor – audit fee \$22,400
- Garrison Architects, Architect of Record – cost vary depending upon services rendered
- Virtua Medical Group PA, School Physician(s) – not to exceed \$14,000
- The Barclay Group Risk Management Consultant - no costs anticipated
- Brown & Brown Insurance, Health Benefits Advisor - no costs anticipated
- Phoenix Advisors Continuing Disclosure Agent Services and Independent Registered Municipal Advisor of Record - \$850.00

Roll Call Vote Full Board

Motion: _____ Second: _____

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

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Palmyra Board of Education wishes to deposit anticipated current year surplus into a capital reserve and maintenance reserve account at year end, and

WHEREAS, the Palmyra Board of Education anticipates current year surplus will be available for this purpose,

NOW THEREFORE BE IT RESOLVED that the School Business Administrator is hereby authorized to make a transfer of up to \$300,000 to capital reserve and a transfer up to \$300,000 to maintenance reserve consistent with all applicable laws and regulations.

Roll Call Vote Full Board

Motion: _____ Second: _____

- 14.10 BE IT RESOLVED that the following Business, Finance and Operations actions are hereby approved as recommended by the Superintendent:
- 14.10a Renew CSI Accounting & Personnel software contract for 2018-2019 school year at a cost of \$10,308 in accordance with proposal on file in the Business Office.
 - 14.10b Renew Frontline software (AESOP, IEP Direct, Professional Learning Management) contract for 2018-2019 school year at a cost of \$21,012.80 in accordance with proposal on file in the Business Office.
 - 14.10c Renew Oncourse software contract (includes SIS, Gradebook, Lesson Planner, Student Stats, Curriculum Builder, SGO, Evaluate, Classroom, Analytics, Assessment, and Annual Service) for the 2018-2019 school year at a cost of \$43,501.80 in accordance with proposal on file in the Business Office.
 - 14.10d To enter into a Cooperative Pricing Agreement with the Burlington County Special Services School District – Educational Services Unit and the Middlesex Regional Educational Services Commission for the purchase of work, materials and supplies for the 2018/2019 school year.
 - 14.10e To enter into the Burlington County Educational Services Unit Joint Transportation Agreement in accordance with the terms and conditions as set forth in that agreement for the 2018/2019 school year.
 - 14.10f To enter into the following cooperative agreements with the Burlington County Educational Services Unit:
 - Professional Services
 - 192/193 Services
 - Non-Public IDEA
 - Non-Public Nursing
 - Non-Public Technology

- Non-Public Textbooks

- 14.10g To enter into the following cooperative agreement with the Cinnaminson Township Board of Education:
- Student transportation services
 - Maintenance of school buses and vehicles
 - Purchase of automotive parts to perform the maintenance and repairs by a qualified bus mechanic
- 14.10h To enter into the following cooperative agreement with the Maple Shade Board of Education:
- Student transportation services
- 14.10i To enter into the following cooperative agreement with the Pennsauken Board of Education:
- Student transportation services.

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 following new policies/regulations:
- P 2431.8 Varsity Letters for Interscholastic Extracurricular Activities (1st Reading)
 - P&R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (1st Reading)
 - P 8561 Procurement Procedures for School Nutrition Programs (1st Reading)
- 15.01b Approve the following revised policies/regulations:
- P&R 1550 Equal Employment/Anti-Discrimination Practices
 - P2431 Athletic Competition
 - R2431.2 Medical Examination Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad
 - P&R 5350 Student Suicide Prevention
 - P5533 Student Smoking
 - P5535 Passive Breath Alcohol Sensor Device
 - P8462 Reporting Potentially Missing or Abused Children

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 That the Security Drill Statement of Assurance for the 2017/2018 school year be approved and submitted.
- 15.02b Participation in the Burlington County School Crisis Response Team for the 2018/2019 school year at a cost of \$650.00.

- 15.02c That 8th grade students from Riverton to enroll in Algebra classes offered at Palmyra High School for the 2018/2019 school year. Enrollment is considered outside the send/receive contract and not subject to tuition charge.
- 15.02d Approve the following fundraising activities:
 - The girls tennis team to hold a Team Snap fundraiser by sending out emails asking for donations from August 14 – September 12, 2018.
 - The girls tennis team to hold a dine and donate at Frutta Bowl in Cinnaminson on September 6, 2018.
 - The PHS Band Boosters to hold a spirit gear sale of shirts, sweatshirts, stadium seats, cowbells and megaphones from 8/1/2018 – 12/30/2018.
 - The PHS Band Boosters to hold carwashes at Legion Field on 6/30, 7/21 and 8/18.
 - The PHS Band Boosters to hold their annual craft fair on 12/1/2018 in the HS gym.
 - The Class of 2020 to hold a popcorn sale from 10/1-10/31/2018 with 50% of sales as a credit toward their Senior Trip
 - The Class of 2020 to hold pretzel braid sales on Tuesdays at PHS starting 9/11/2018 through 6/1/2019 with money raised going toward the Prom and other class expenses.
- 15.02e Accept a donation in the amount of \$5,000 from PHSFEE pursuant to award of the Lowe’s Toolbox for Education grant.
- 15.02f Renew the District’s membership in NJSIAA and BCSL and pay membership fees for the 2018/2019 school year.
- 15.02g +Approve use of the new electronic format for the Student Transfer Card NJ A41.

Roll Call Vote Full Board

Motion: _____ Second: _____

- 15.03 BE IT RESOLVED that the following Policy and Curriculum actions are hereby approved as recommended by the Superintendent:
 - 15.03a That the District’s Standard Operating Procedures be re-adopted for the 2018/2019 school year.
 - 15.03b That the Policy Manual and Bylaws be re-adopted for the 2018/2019 school year.
 - 15.03c Approve and adopt the Professional Development Plan for the 2018-2019 school year
 - 15.03d Re-adopt the Evaluation Rubrics for teachers and administrators for the 2018/2019 school year.
 - 15.03e +Approve the District Nursing Services Plan for 2018-2019 for PHS and CSS.
 - 15.03f +Approve the addition of a middle school wrestling program for the 2018-2019 school year.

Roll Call Vote Full Board

Motion: _____ Second: _____

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

15.04a +Approve the fall 2018 athletic schedules.

15.04b Approve the official start dates for fall athletic practices per NJSIAA rules:

- The football team on 8/6/2018
- All other fall sports on 8/13/2018

15.04c Approve the following activities:

- Allow the PHS athletic teams to use the PHS track, gym, weight room, stadium and other District facilities during the summer recess practice period.

15.04d Approve the following new textbook adoptions for the 2018-2019 school year:

- “Foundations” (Wilson) – Grade K – 2 Language Arts
- “Chemistry: Matter and Change” (Glencoe) – Grade 10-11 Chemistry
- “Exploring Science” (National Geographic) – Grade 3 Science
- “Communities” (Houghton Mifflin Harcourt) – Grade 3 Social Studies
- “American History” (Houghton Mifflin Harcourt) – Grade 10 – 11 US History I & II

Roll Call Vote Full 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

16.02a Discussion of August Committee Meeting date.

17 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, in approximately 30 minutes 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 no action will be taken.

Voice Vote by Full Board

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

18 Return from Executive Session

Voice Vote by Full Board

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

19 Adjournment

Voice Vote by Full Board

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

Respectfully submitted,

Brian J. McBride
Superintendent of Schools