



# PALMYRA BOARD OF EDUCATION PALMYRA, N.J. 08065

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*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

## September 11, 2019 AGENDA

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, and the Philadelphia Inquirer, on Sept. 6, 2019.

2 Moment of Silent Meditation

3 Salute to the Flag

4 Roll Call

5 Presentations

5.01 Student of the Month - none

- 5.02 • Reading of the Certificate presented to Edna Washington Webb on the occasion of her 100<sup>th</sup> Birthday;
- Reading of the Proclamation made for Chief Payton I. Flournoy, Sr. Memorial Park;
- Recognition of donated goods and services by the following: Eastern Environmental (donated landscape blocks), Mr. Theodore Moser (donated welding services), Mr. Dennis Russell (donated power washing services).

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 **15 minutes**.

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:

- \_\_\_\_\_ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public
- \_\_\_\_\_ Any matter in which the release of information would impair a right to receive funds from the federal government
- \_\_\_\_\_ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy
- \_\_\_\_\_ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public
- \_\_\_\_\_ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed
- \_\_\_\_\_ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection
- \_\_\_\_\_ Any investigations of violations or possible violations of the law
- X  Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer
- \_\_\_\_\_ 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 at a public
- \_\_\_\_\_ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility

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.

**Voice Vote by Full Board**

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

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

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

Return from Closed Session

**Voice Vote by Full Board**

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

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

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

**7** Reports

- 7.01 Superintendent: Smart Goals explanation
- 7.02 Board Committees
  - 7.02a Policy & Curriculum
  - 7.02b Finance & Physical Plant
  - 7.02c Human Resources & Negotiation
  - 7.02d Strategic Planning
- 7.03 Sending District Reports
  - 7.03a Beverly
  - 7.03b Riverton
- 7.04 Student Representative

- 7.05 PTA
- 7.06 PHSFEE
- 7.07 Borough Liaison

8 Correspondence - none

9 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.

10 Consent Agenda Approval

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

- 10.01a +Enrollment Report – August 2019
- 10.01b +Health Report – none
- 10.01c +HIB Report – none
- 10.01d +Violence, Vandalism & Substance Abuse Report – none
- 10.01e +Volunteers – none
- 10.01f +Fire Drills – none
- 10.01g +Bill list – August 2019
- 10.01h +Board Secretary Report and the Treasurer Report for June 30, 2019 which have been found to be in agreement
- 10.01i +Transfer Report – June 30, 2019
- 10.01j +Minutes of the Regular Meeting of August 14, 2019
- 10.01k +Student Teacher Placements – none
- 10.01l +Travel and Professional Development– none

**Roll Call Vote Full Board**

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

11 Old Business - none

12 Personnel

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

- 12.01a Appointments for the 2019-2020 School Year:
  - Ms. Annette Knighten to the Safety Committee;
  - Ms. Michele Levins as PHS Fall Cheerleading Coach;
  - Ms. Eleanor Wright, part time Custodian, \$10,830 pro-rated;
  - Ms. Jennifer Cerchiaro, Cafeteria Aide, 3 hrs. daily at \$12.00/hour pending criminal history background check;
  - Mr. Richard Gunning, School Security Officer, \$39,908.00 pro-rated.
- 12.01b Resignations:
  - Mr. Richard Dreby, School Security Officer, as of 09/30/2019.
- 12.01c Salary Adjustments - none
- 12.01d Assignments/Transfers - none
- 12.01e Leave of Absence:
  - Staff member #48275721 from 11/25/2019 - 04/03/2020 as per request on file with the Superintendent's office.
- 12.01f Substitutes for the 2019-2020 school year:
  - Christina DeJoseph, substitute teacher, pending County Substitute Certificate and

- Criminal history background check;
- Armani Cruz, substitute teacher.
- 12.01g Tuition reimbursement:
  - Ms. Jannet Vaca, Rowan Course # ELEM 02511 as per the collective bargaining agreement
- 12.01h Overload Stipends for the 2019-2020 school year:
  - Ms. Danielle Willard, \$1,100.00, for one (1) instructional period per week as per student IEP;
  - Mr. John Geisel, Ms. Sabrina Bonner, Ms. Karen DeCesare, Ms. Katie Salvo, \$1,100.00 each for overseeing one (1) period per week of the online program at PLA in the subject areas of ELA, Science, Math and Spanish;
  - Mr. John Yoon, \$1,100.00 for each of two (2) instructional lab periods in AP Physics and AP Chemistry per week for a total of \$2,200.00; Ms. Kelly Jones, \$1,100.00 for one (1) additional instructional lab per week in AP Biology;
  - Mr. Jeremy Nevitt, \$2,200.00 for having a 5<sup>th</sup> subject to prep for during the 2019-2020 school year;
  - Mr. Aaron MacKenzie, \$5,500.00 for an additional physical education class in lieu of a prep period.

**Roll Call Vote Full Board**

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

12.02 BE IT RESOLVED that the following personnel actions affecting grades PK-8 only are hereby approved as recommended by the Superintendent

- 12.02a Appointments for the 2019-2020 School Year:
  - Ms. Allison Forbes, Gr. 4-5 Special Education Teacher, \$56,620 (MA, Step 1);
  - Ms. Alyssa Simpson, Gr. 7 Special Education Teacher, \$55,620 (BA+30, Step 1);
  - Students # 3612024844 and # 3496836273 to work in the After School Program.
- 12.02b Resignations:
  - +Stacey Norcross, CSS Paraprofessional Aide, effective 09/13/2019;
- 12.02c Retirements:
  - +Sarah Snow-Bailey, After School Program, effective 12/31/2019
- 12.02d Salary Adjustments – none
- 12.02e Assignments/Transfers - none
- 12.02f Leave of Absence – Unpaid leave for employee #16232977 until 10/11/2019.

**Roll Call Vote Palmyra Board**

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

13 Business, Finance and Operations

13.01 CERTIFICATION

Pursuant to NJAC 6:20-2.13(e), we certify that as of Date of June 30, 2019, 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.

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

- 13.02a +That the attached lists of building and electronic equipment, which has been determined to have no educational or operational vale based on age and condition, be disposed of in accordance with currently established procedure.

- 13.02b Donations:
  - Mr. Floyd A. Johnson: 2 new HP Chromebooks, \$500 lunch debt reduction, 30 backpacks filled with school supplies.
  - Chief John Shaw, Riverton PD: 25 backpacks filled with school supplies
- 13.02c Homebound Instruction:
  - Student #3630067345 from 09/05/2019 through 10/05/2019.

**Roll Call Vote Full Board**

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

14 Policy and Curriculum

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

- 14.01a District Policy - none
- 14.01b Curriculum – none
- 14.01c Field Trips, Student Activities, Fundraisers: see Appendix A
- 14.01d +Research project “Engaging Students in the Scientific Practices” conducted by Ananya Matewos for Temple University’s College of Education to be done in partnership with PHS teacher Mr. John Yoon.
- 14.01e +Approve the 2019-2020 District Smart Goals
- 14.01f Approve Rite Aide of Oaklyn to run a flu shot clinic for staff members in the PHS cafeteria on October 14, 2019 during the In-Service day.

**Roll Call Vote Full Board**

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

14.02 BE IT RESOLVED that the following Policy and Curriculum actions affecting grades PK-8 only are hereby approved as recommended by the Superintendent

- 14.02a +District Policy - Revised P 5412 Middle School Graduation
- 14.02b Curriculum: ELA 6 and G & T
- 14.01c Field Trips, Student Activities, Fundraisers: see Appendix B

**Roll Call Vote Palmyra Board**

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

15 Public Forum for Additional Topics

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- 18.01 Recognition of members of the Public
- 18.02 Recognition of members of the Board

16 Adjournment

**Voice Vote by Full Board**

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

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

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

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