

**PALMYRA BOARD OF EDUCATION  
BOARD MEETING  
MINUTES  
August 14, 2012**

1. Call to order prior to 7:03 p.m.

The Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend meetings of the public bodies, at which time any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Palmyra Board of Education has caused notice of this meeting to be published by having the date, time, place and purpose thereof posted at Palmyra Borough Hall, the high school library bulletin board, and board offices; mailed to the Palmyra Borough Clerk, Burlington County Times, Courier Post, Philadelphia Inquirer, and the Trend on August 9, 2012.

2. Moment of Silent Meditation
3. Roll Call:

Mr. Keith Austin  
Ms. Nancy Brett  
Mr. Richard Dreby, President  
Ms. Valerie R. Flourney  
Ms. Vanessa Flourney  
Mrs. Mary L. Holloway, Vice President  
Mrs. Susan Kolarovic  
Mr. Stanley Ozalis  
Mr. John Quigg  
Mr. Scott Warnock, Riverton Representative  
Ms. Amy Pine, Beverly Representative

Present: Ms. Brett, Ms. Valerie Flourney, Mr. Quigg, Ms. Vanessa Flourney, Mr. Ozalis (7:08 p.m.),  
Ms. Holloway, Mr. Dreby  
Absent: Mr. Austin, Ms. Kolarovic, Ms. Pine, Mr. Warnock

4. Salute to the Flag
5. Superintendents Report
  - 1) High School Schedule
    - All but fully complete; minor modifications for IEP needs
    - distributed to faculty
  - 2) New Hire Orientation
    - August 29, 2012 @ 9:00 a.m.
  - 3) In-service – Return of Staff
    - September 4, 2012 @ 8:00 a.m.

- 4) Textbook Updates
  - Journeys Language arts Literacy Series purchased; delivery anticipated
  - Prentice Hall Common core (6-8); delivery in 7-10 days
  - PreK; Creative Curriculum delivered
- 5) Technology
  - Wireless hardware installation in the high school
  - Anticipate full accessibility in district for 12/13
- 6) Child Study Team
  - Director retirement effective 7/31/12
  - Interim search resumes
  - Possible consolidation of effort to stave-off issues
- 7) Pre-K
  - 3 and 4 year old expansion complete
  - County ECS approval/acknowledgement received
  - Lottery closed on 8/13/12
    - Parents/guardians notified
- 8) Supervisor of Curriculum & Instruction
  - Advertisement/period closed on 8/15/12
  - Package review underway
  - Committee being assembled
  - Anticipate interviews beginning week of 8/20/12
- 9) State Testing
  - NJ ASK and HSPA scores becoming available
  - Download and distribution underway

#### Committee Reports

Curriculum & Instruction – No report.

Finance & Physical Plant – Mr. Holt presented the Buildings and Grounds report for the month of July.

Human Resources – Met on August 7, 2012 to discuss the current staffing vacancies.

Policy – Met to discuss the Acceptable Use Policy and the Title I/NCLB policies included in the current agenda.

6. Correspondence – Mr. Dreby read a letter from Ms. Kolarovic. The letter contained Ms. Kolarovic formal resignation from the board effective August 14, 2012.
7. Recognition of members of the public wishing to speak on agenda items
  - No members of the public wished to speak at this time.

## 8. Routine Business

## A. Entertain a motion to accept the following reports:

- Cafeteria Report – June, 2012

Motion: Ms. Valerie Flourney

Second: Ms. Vanessa Flourney

Vote: Unanimous

## B. Entertain a motion to accept the following minutes:

- Special Meeting of June 25, 2012
- Regular Meeting of July 17, 2012

Motion: Ms. Mary Holloway

Second: Ms. Nancy Brett

Vote: Unanimous

## 9. Old Business - none

## 10. Discussion Item - none

## 11. New Business

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools/Chief School Administrator (CSA). If the Superintendent of Schools/Chief School Administrator is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate board committee. The members of the board committee work with administration and the Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting.

**11.04 Personnel**Pal. A. Resignation

BE IT RESOLVED that the resignation of Mrs. Susan Kolarovic as a Palmyra Board of Education Member is hereby accepted, effective immediately.

B. Transfer

Pal. BE IT RESOLVED that the following voluntary transfer is hereby approved for the 2012/2013 school year:

<u>Name</u>	<u>From</u>	<u>To</u>
Kristen Adameczyk	Resource Room Teacher	Preschool Teacher

\*C. Appointments

Pal. 1. BE IT RESOLVED that the Superintendent recommends that Mr. Adam Pizzo be appointed as a Mathematics Teacher for Grades 7/8 at Palmyra High School for the 2012/2013 school year at a salary of \$54,534 (MA, Step 3). Salary corrected to read \$56,984 (MA30, Step 3) prior to the vote.

- Pal. 2. BE IT RESOLVED that the Superintendent recommends that Ms. Casey Welsh be appointed as a Special Education Teacher for Grades 7/8 at Palmyra High School for the 2012/2013 school year at a salary of \$51,861 (BA, Step 5).

Motion: Ms. Vanessa Flournoy

Second: Mr. John Quigg

Ayes: (7) Ms. Brett, Ms. Valerie Flournoy, Mr. Quigg, Ms. Vanessa Flournoy, Mr. Ozalis, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0) none

- Full 3. BE IT RESOLVED that approval is hereby granted for Mrs. Jamie Patchel to teach a 7<sup>th</sup> instructional period (Virtual High School Course) for the 2012/2013 school year at a rate of \$36.80 per period.
- Full 4. BE IT RESOLVED that the Superintendent recommends that Ms. Dorothy Talavera be approved as a long term substitute for Mrs. Katie Salvo, high school Spanish teacher, from October 1, 2012 to February 1, 2013 at a salary of \$53,418 (MA, Step 1) pro-rated.
- Full 5. BE IT RESOLVED that the Superintendent recommends that Ms. Maureen Reiss be appointed the Gr. 7/8 English Teacher at Palmyra High School for the 2012/2013 school year at a salary of \$49,543 (BA, Step 1).

Full D. Professional Development/Travel

BE IT RESOLVED that the following Professional Development Workshops are hereby approved:

<u>Name</u>	<u>Workshop/Travel and Date(s)</u>	<u>Location/Mileage from Palmyra</u>
Eric Mehler, Laura Masich, Alex Torrance, Karen DeCesare, Frank Hiller	"New Media, New Opportunities for Teaching & Learning" on 8/15/12	New Brunswick, NJ
Brian McBride, Joe McColgan, Ken Holloway, Jeanne Barber	Danielson-Teachscape on 8/21/12	Delran, NJ/est. 5 mi.
Mark Pease Brian McBride	NJSIAA Superintendent Orientation On 8/23/12	Robbinsville, NJ/est. 70 mi.
Brian McBride	Superintendent's Roundtable on 9/11/12, 10/9/12, 11/12/12	Westampton, NJ/est. 15 mi.
Joe McColgan	BCSL Athletic Director's Meetings On 8/30/12, 9/6/12, 10/4/12, 10/25/12, 11/29/12, 12/13/12, 1/11/13, 2/8/13, 2/21/13, 3/7/13, 4/11/13, 5/2/13, 5/16/13, 6/6/13	Willowbrook Country Club/est. 8 mi.
Joe McColgan	Away Football Games on: 9/14/12 9/21/12 10/5/12	Bordentown, NJ/est. 23 mi. Florence, NJ/est. 11 mi. New Egypt, NJ/est. 33.5 mi.
Joe McColgan	BCSL Winter Pre-season Meeting On 11/2012 BCSL Winter All-Star Meeting on 2/18/13 DAANJ Convention on 3/17/13	Delran, NJ/est. 6 mi. Westampton, NJ/est. 15 mi. Atlantic City, NJ/est. 65 mi.

Full E. Extracurricular Activities

BE IT RESOLVED that the following extracurricular appointment is hereby approved for the 2012/2013 school year:

<u>Staff Member</u>	<u>Activity</u>	<u>Stipend</u>
Karen DeCesare	Substitute Teacher for Central Detention	\$25/hr.
Sabrina Bonner	Homework Club 3 days/wk.	\$442/day
Nicholas Ahrens	Saturday School Advisor	\$70/day
Nicholas Ahrens	In-School Behavior Program	\$70/day
Joe McColgan	Boys Varsity Basketball Coach	\$6,914
Linda Furter	Saturday School Teacher Assistant	\$7.90/hr.
Rebecca Wooden, Andrea Cruz, Sue VanEmburch, Terry Sardos, Terry Sarracino, Dennis Moore, Joanne Moore, Janet Gilbert, Marie Ozalis, Stan Ozalis, D. Barba, Irma Barba, Diane Gormley, Sandy Young, Joe Young, Marie Bisceglie, Paul Bisceglie, Bill Sacca, Colleen Sacca, Teree Bankowski, Tina Rodriguez, Stacy Chapman	Paraprofessional Aides for Band	n/a
Shaun Forman, Tykie Belford, RJ Senavilla, Nick Strom, Les Jamerson, WC Pinski	Paraprofessional Athletic Aides for Football	n/a
Mike Forte, Jason Lewis	Paraprofessional Athletic Aides For Boys Soccer	n/a
Jessica Boatwright	Paraprofessional Athletic Aide for Girls Soccer	n/a
Dan Kelly	Paraprofessional Athletic Aide for Girls Tennis	n/a

Full F. Leave of Absence

BE IT RESOLVED that approval is hereby granted for Mr. David Simpkins, maintenance worker, to take an unpaid leave of absence from September 28 through October 5, 2012.

Full G. Summer Employment

BE IT RESOLVED that approval is hereby granted for Mr. Tom Walck, LDT-C, to work 15 days (7 hrs./day) during July/August at a rate of \$52/hr. (not to exceed \$5,460).

Full \*H. Substitute Employees 2012-2013

BE IT RESOLVED that the Substitute Employees are hereby approved for the 2012/2013 school year.

I. Salary Adjustments

- Full 1. BE IT RESOLVED that approval is hereby granted to pay Mr. Ken Holloway a differential of \$84/day (not to exceed \$4,032) to serve as Interim Principal at Palmyra High School from 7/1/12 to 9/19/12.
- Full 2. BE IT RESOLVED that approval is hereby granted to adjust the salary of Mr. Joseph Rosato, English Teacher, from \$57,364 (MA+15, Step 6) to \$59,120 (MA+30, Step 6) effective September 1, 2012.

Motion: Ms. Nancy Brett

Second: Mr. Stanley Ozalis

Ayes: (7) Ms. Brett, Ms. Valerie Flourney, Mr. Quigg, Ms. Vanessa Flourney, Mr. Stanley Ozalis, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (1) Mr. Ozalis abstained from 11.04 E

- Pal. 3. BE IT RESOLVED that approval is hereby granted to adjust the salary of Mrs. Karla O'Connell, elementary teacher, from \$52,159 (BA+15, Step 3) to \$53,534 (BA+30, Step 3) effective September 1, 2012.

- Pal. J. Request to Enroll in Graduate Course and Apply for Tuition Reimbursement  
BE IT RESOLVED that the following request to enroll in a graduate course and apply for tuition reimbursement upon completion of the course is hereby approved:

<u>Staff Member</u>	<u>Course/Dates/University</u>	<u>Reimbursement Cost</u>
Karla O'Connell	Administration & Supervision of School Reading Programs/ July-August 2012/ Rowan University	\$1,833

Motion: Ms. Vanessa Flourney

Second: Ms. Nancy Brett

Ayes: (7) Ms. Brett, Ms. Valerie Flourney, Mr. Quigg, Ms. Vanessa Flourney, Mr. Stanley Ozalis, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0)

## 11.02 Student Personnel Services

### A. College Acceleration Program

- Full BE IT RESOLVED that approval is hereby granted to enter into an Agreement with Burlington County College to offer Palmyra High School students the opportunity to earn credit for taking approved CAP courses during the 2012/2013 school year.

### B. Educational Field Trips

- Full BE IT RESOLVED that the following field trip at Palmyra High school is hereby approved:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
9/8/12	Wissahickon High School for band competition	Gr. 7-12/Mr. Moore
9/14/12	Bordentown (football game)	Gr. 7-12/Mr. Moore
9/15/12	Chichester or Upper Dublin for	Gr. 7-12/Mr. Moore

	band competition	
9/21/12	Florence (football game)	Gr. 7-12/Mr. Moore
9/22/12	Burlington City for band competition	Gr. 7-12/Mr. Moore
9/29/12	Cinnaminson High School for Band competition	Gr. 7-12/Mr. Moore
10/5/12	New Egypt (football game)	Gr. 7-12/Mr. Moore
10/6/12	Lenape High School for band competition	Gr. 7-12/Mr. Moore
10/11/12	Cinnaminson (football game)	Gr. 7-12/Mr. Moore
10/13/12	Delsea High School for band competition	Gr. 7-12/Mr. Moore
10/20/12	Delran High School for band competition	Gr. 7-12/Mr. Moore
10/27/12	Cherokee High School for band competition	Gr. 7-12/Mr. Moore
10/30/12	Riverton School for Halloween Parade	Gr. 7-12/Mr. Moore
11/3/12	United Nations in New York City (costs paid by students/Interact Club)	Gr. 9-12/Mrs. Foster
11/3/12	Horsham High School in for Hatboro, PA for band competition	Gr. 7-12/Mr. Moore
11/11/12	Millersville University or Annapolis, MD for band competition	Gr. 7-12/Mr. Moore
11/22/12	Burlington City (football game)	Gr. 7-12/Mr. Moore

Full C. Fund Raisers

BE IT RESOLVED that the following fund raisers are hereby approved:

1. Band Parents Assoc.

a. Stadium side concession stand use

9/8/12 11 a.m.

11/2/12 – 7 p.m.

9/28/12 – 7 p.m.

11/22/12 – 11 a.m.

10/26/12 – 7 p.m.

b. Market Day Fundraiser – Delaware Avenue School

9/10/12

2/11/13

10/1/12

3/11/13

10/29/12

4/15/13

12/10/12

5/13/13

1/14/13

6/3/13

Full \*D. Athletic Schedule

BE IT RESOLVED that the Athletic Schedule for the 2012/2013 school year is hereby approved.

Full E. NJSIAA Membership

BE IT RESOLVED that approval is hereby granted for the Palmyra School District to renew membership in the New Jersey State Interscholastic Athletic Association for the 2012/2013 school year at a cost of \$2,150.

### 11.03 \*Policy

Full BE IT RESOLVED that the following policies/regulations are hereby approved:  
 2361 Responsible/Acceptable Use of Computer Network/Computers and Resources  
 2415 No Child Left Behind

### **Burlington County Community Action Program**

Full BE IT RESOLVED that approval is hereby granted to enter into a Memorandum of Understanding with the Burlington County Community Action Program for the period of July 1, 2012 to June 30, 2015.

Motion: Ms. Valerie Flourney

Second: Mr. John Quigg

Ayes: (7) Ms. Brett, Ms. Valerie Flourney, Mr. Quigg, Ms. Vanessa Flourney, Mr. Ozalis, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0) none

### 11.05 Finance

#### Full A. Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of June 30, 2012, 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: Ms. Valerie Flourney

Second: Mr. John Quigg

Ayes: (7) Ms. Brett, Ms. Valerie Flourney, Mr. Quigg, Ms. Vanessa Flourney, Mr. Ozalis, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0) none

#### Full \*B. Bill Lists

BE IT RESOLVED that the bill lists are hereby approved as follows:  
 Hand & Machine Checks for June, 2012 \$2,355,204.80

#### Full \*C. Secretary's Report

BE IT RESOLVED that the Secretary's Report for June, 2012 is hereby approved.

#### Full \*D. Treasurer's Report

BE IT RESOLVED that the Treasurer's Report for June, 2012 is hereby approved.



Full \*E. Transfers

BE IT RESOLVED that the Transfer Report for June, 2012 is hereby approved.

Full F. Blackboard Connect

BE IT RESOLVED that approval is hereby granted to renew the contract with Blackboard Connect for the time period of September 15, 2012 through September 14, 2013 at an annual total Service Fee of \$3,250.00

Full G. Destiny Library Manager

BE IT RESOLVED that approval is hereby granted to enter into an agreement with the Follett Software Company for Follett's Destiny Resource Management Solution at a cost of \$4,109 for the 2012/2013 school year.

Motion: Ms. Vanessa Flourney

Second: Mr. Stanley Ozalis

Ayes: (7) Ms. Brett, Ms. Valerie Flourney, Mr. Quigg, Ms. Vanessa Flourney, Mr. Ozalis, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0) none

## 12. Fire Drills

Charles Street School

7/31/12

40 seconds

Motion: Mr. John Quigg

Second: Ms. Nancy Brett

Vote: Unanimous

## 13. Recognition of members of the public wishing to speak on additional items.

The Palmyra Board of Education welcomes comments from the public. However, insulting or disparaging remarks about any staff member or board member will not be tolerated. If such remarks are made, the board president will declare the speaker out of order and will request that the speaker cease and desist from making such comments. Refusal to do so may result in removal from the board meeting.

Ms. Laurie Beck provided a PTA update. PTA will hold its first meeting of the year on September 10, 2012 at 7:00 p.m. in the Charles Street School Library. Ms. Beck inquired about proposed calendar adjustments to accommodate "project night" and "fitness day".

Ms. Beck asked if the board would be continuing to hold executive session at the beginning of the regular board meetings.

Mr. Dreby responded that the executive session issue was currently being considered.

Ms. Beck noted her concerns about the organizational structure of the district. Ms. Beck commented on the difficulties faced by the board during the preceding months and her respect for the way the members conducted themselves throughout that period.

Ms. Lisa Jablowski noted her position regarding the TI-34 calculator requirement for 6<sup>th</sup> grade and questioned its usefulness as part of the curriculum. Ms. Jablowski inquired as to a date for the

Charles Street School Back to School Night and suggested that the electronic version of the school calendar and handbook be separated into two documents.

Member comments:

Ms. Brett spoke to the issue of school supply lists and inquired as to the time line and process for filling the new board member vacancy.

Mr. Ozalis noted the need to obtain outside counsel in preparation for upcoming negotiations.

14. A motion to adjourn the meeting was made by Ms. Mary Holloway and seconded by Mr. John Quigg.

Motion: Ms. Mary Holloway

Second: Mr. John Quigg

Vote: Unanimous

Meeting Adjourned 7:49 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'William R. Blatchley', with a long horizontal line extending to the right.

William R. Blatchley  
School Business Administrator/Board Secretary