

**PALMYRA BOARD OF EDUCATION
MINUTES
September 11, 2012**

1. Call to order 7:00 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 September 7, 2012.

2. Moment of Silent Meditation

Mr. Dreby requested special remembrance for all victims and first responders of the September 11th attacks.

3. Roll Call:

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

Present: Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Valerie R. Flournoy, Ms. Holloway, Mr. Ozalis, Mr. Quigg, Mr. Warnock (7:15 p.m.), Ms. Farinas
Absent: Ms. Vanessa Flournoy, Ms. Pine

4. Salute to the Flag

Mr. Dreby noted that the closed session of the Board would no longer take place at the beginning of the meeting. Should there be a need for a closed session it would take place at a later point in the agenda or immediately following the completion of the public agenda.

5. Superintendent's Report

1. Successful school opening:
 - Maintenance and Custodial Team
 - Support Staff Team
 - Administrative Team
 - Certificated faculty for summer help
2. PHS Principal, Mr. Joseph Martin is scheduled to start f/t on Monday, 9/17
3. EE4NJ
 - Licenses and Teachscape access obtain
 - Webinar w/tech support held
 - Implementation calendar being developed
 - Goal: admin team achieving full cert by 12/1
4. NJASK and HSPA results have been received
 - Required parent notification to be sent out this week
 - BOE presentation scheduled for October meeting
5. QSAC
 - District results received, today, 9/11/12
 - Committee to be reconvened for review
 - DIP due to State by 12/15
 - BOE presentation scheduled for October meeting
6. Audit: Year Ending June 30, 2012
 - Complete
 - Exit conference held w/CSA and BA
 - BOE presentation scheduled for October meeting
7. Child Study Team
 - Dr. Joseph Keenan, Interim Director
 - Started on Monday, 9/10
 - Conducting interviews and assessment of district programs and resources

6. Committee Reports

Curriculum & Instruction – no report

Finance & Physical Plant – Mr. Austin reported on the Buildings and Grounds activities for the month of August.

Human Resources – The committee met prior to the August 28, 2012 meeting. Matters discussed at that meeting were acted upon at the August 28, 2012 public meeting.

Policy – No report. Mr. Dreby noted that the policy chair was vacant. Ms. Brett volunteered to take on the chairs responsibility at which time Mr. Dreby formalized her appointment.

7. Correspondence - none

Mr. Dreby spoke of the current board vacancy. He noted the application deadline of September 14, 2012 and that the qualifications and advertisement were posted on the district website.

8. Recognition of members of the public wishing to speak on agenda items

No members of the public wished to speak at this time.

9. Routine Business

A. Entertain a motion to accept the following reports:

- Cafeteria Report – July & August, 2012

Motion: Mr. Quigg

Second: Ms. Brett

Vote: Unanimous

B. Entertain a motion to accept the following minutes:

- Regular Meeting of June 12, 2012 – Revised
- Regular Meeting of August 14, 2012
- Special Meeting of August 28, 2012

Motion: Ms. Valerie Flourney

Second: Mr. Quigg

Ayes: (6) Ms. Valerie Flourney, Mr. Austin, Mr. Quigg, Mr. Ozalis, Mr. Warnock, Mr. Dreby

Nays: (0) none

Abstentions: (2) Ms. Brett, Ms. Holloway

9. Old Business - none

10. Discussion Item

Ms. Holloway inquired about use of the second snack bar at the stadium. A short discussion took place. Mr. McBride will follow up.

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.

11.01 After School Program

- Pal. A. Appointments
BE IT RESOLVED that the following Palmyra High School students are hereby approved as teacher assistants for the After School Program at a rate of \$7.25/hr:
Jordan Coles John Searles (substitute)

11.02 Student Personnel Services

- A. Student Placement
Pal. BE IT RESOLVED that approval is hereby granted for a 6th grade student from Palmyra to attend Burlington County Special Services School District for the 2012/2013 school year at a tuition rate of \$35,720, effective 9/7/12.

Motion: Ms. Valerie Flourney

Second: Mr. Ozalis

Ayes: (7) Ms. Brett, Ms. Valerie Fournoy, Mr. Austin, Mr. Quigg, Mr. Ozalis, Mr. Warnock, Ms.

Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0) none

- B. Educational Field Trips
- Full BE IT RESOLVED that the following field trips at Palmyra High school are hereby approved:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
Oct. 9, 2012	Hopewell Valley Central High School (9 a.m.)	Gr. 9-12/Mrs. Feinleib

Oct. 11, 2012 Lindenwold High School Gr. 9-12/Ms. VanZandt
for yearbook technology workshop (7 a.m.)

- Full C. Fund Raisers
BE IT RESOLVED that the following fund raisers are hereby approved:

1. Palmyra PTA
 - a. Rita's Water Ice Spirit Night Sale – September 18th, 2012 – Carolyn Murphy
 - b. Manny's Spirit Night Sale – October 17th – Carolyn Murphy
 - c. "Mixed bag" Fundraiser Sale – September 19th, 2012 – October 3rd, 2012 – Jen Young
 - d. Adult Spring Social – April 26th, 2013– Jen Young
 - e. Turkish Ebru Scarf making fundraiser – April 13th, 2013 – Peg Turley
2. Junior Student Council - Pretzel Sale every Friday, beginning Sept. 14, 2012

- Full D. Donation Request
BE IT RESOLVED that approval is granted for the Field Hockey Parents' Booster Club to purchase jackets for the field hockey team and the two coaches. Fifty percent of the cost of each jacket would be covered by the booster club and the remainder by each girl on the team. If a player can not afford to pay for her jacket it will be provided to her without cost.

11.03 PersonnelFull A. Professional Development/Travel

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

<i>Staff Member</i>	<i>Name/Date of Workshop</i>	<i>Workshop Cost</i>	<i>Workshop Location</i>	<i>Total Mileage Reimbursement Cost</i>
Joni Geiser	APA Training on 9/11/12	N/A	Maple Shade, NJ	\$3.72 (12 mi.)
Joni Geiser	Preschool Outcome Data Collection-Cadre Six on 9/12/12	N/A	Trenton, NJ	\$16.29 (52.54 mi.)
Brian J. McBride	Commissioner's Convocation on 9/19/12	\$5.00	Jackson, NJ	\$35.82 (116 mi.)
Brian J. McBride	Best Practices for Practical Implementation of the Anti-Bullying Bill of Rights Act on 9/27/12	N/A	Mullica Hill, NJ	
Jeff Graiff	AENJ Fall conference on 10/1/12-10/2/12	\$160.00	New Brunswick, NJ	\$63.65 (102.66 mi./day)
Joni Geiser	Technical Assistance Session for Preschool Outcome Study Districts on 10/4/12	N/A	Mullica Hill, NJ	\$14.45 (46.63 mi.)

Full B. Extracurricular Activities

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

<i>Staff Member</i>	<i>Activity</i>	<i>Stipend</i>
Alex Torrance & Howard Norcross	Junior Class Advisor	\$3,243 shared
Sabrina Bonner	Play Producer	\$1,505
Christopher Tracey	Play Director	\$1,505
Jennifer VanZandt & Kathy McClure	Student Council Co-Advisors	\$3,243 shared
Joseph Rosato	After School Computer Club 2 days per week	\$442 per day

Full C. Mentors

BE IT RESOLVED that the following staff members are hereby approved as teacher mentors as listed below:

- Douglas Straeter (Elizabeth Davies)
- Marie Dicks (Lauren Quinn)
- Nicole DiPiero Michaels (Kelliann Richardson)
- Lianne Kane (Jacqueline Stevenson)

Full D. Leave of Absence
 BE IT RESOLVED that approval is hereby granted for Mrs. Kristina Stagliano, Grade 1 Teacher, to take a leave of absence as follows:

<u>Date(s)</u>	<u>Type of Leave</u>
Oct. 15, 2012 to Nov. 30, 2012	Paid Medical Leave
Dec. 3, 2012 to Jan. 4, 2013	Unpaid Leave

Full E. Volunteer
 BE IT RESOLVED that Mrs. Bonnie Higgins is hereby approved as a volunteer in the Palmyra School District.

Full F. Substitute Employees 2012-2013
 BE IT RESOLVED that the following personnel is hereby approved as a substitute for the 2012/2013 school year pending approval by the Burlington County Office of Education:

<u>Name</u>	<u>Position</u>	<u>Rate of Pay</u>
Jesse Molina	Teacher	\$80/day

Motion: Ms. Valerie Flourney

Second: Ms. Brett

Ayes: (8) Ms. Brett, Ms. Valerie Flourney, Mr. Austin, Mr. Quigg, Mr. Ozalis, Mr. Warnock, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0) none

11.04 CENTRA Comprehensive Psychotherapy & Psychiatric Associates

Full BE IT RESOLVED that approval is hereby granted to utilize CENTRA Comprehensive Psychotherapy & Psychiatric Associates (Dr. Mala Gupta, Dr. Alex Strauss) during the 2012/2013 school year for emergency psychiatric evaluations/threat assessments on an as needed basis as determined by school administration.

11.05 *Uniform Memorandum of Agreement with Law Enforcement Officials

Full BE IT RESOLVED that approval is hereby granted to enter into a Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) for the 2012/2013 school year.

11.06 *Professional Development Plan

Full BE IT RESOLVED that the District Professional Development Plan for 2012/2013 is hereby accepted as approved by the Burlington County Professional Development Board.

11.07 *Goals and Objectives

Full BE IT RESOLVED that the Goals and Objectives for the 2012/2013 school year are hereby approved.

11.08 2012/2013 School Calendar

Full BE IT RESOLVED that approval is hereby granted to change December 21, 2012 to an Early Dismissal for all students.

Motion: Ms. Brett

Second: Mr. Austin

Ayes: (8) Ms. Brett, Ms. Valerie Flourney, Mr. Austin, Mr. Quigg, Mr. Ozalis, Mr. Warnock, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0) none

11.09 FinanceFull A. Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of July 31, 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. Holloway

Second: Mr. Quigg

Ayes: (8) Ms. Brett, Ms. Valerie Flourney, Mr. Austin, Mr. Quigg, Mr. Ozalis, Mr. Warnock, 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 July & August, 2012 \$1,064,891.31

Full *C. Secretary's Report

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

Full *D. Treasurer's Report

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

Full E. Transfers

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

Full F. Agreement with Ricoh USA

BE IT RESOLVED that approval is hereby granted to enter into a 48 month agreement with Ricoh USA to lease five, all-in-one copiers, at a cost of \$2,861.20 per month in accordance with the terms and conditions set forth in the contract document on file in the Business Office.

Full G. Toilet Room Facilities Waiver

BE IT RESOLVED that approval is hereby granted to submit a Toilet Room Facilities Waiver for Pre-K Classrooms in Delaware Avenue School for the 2012-2013 School Year.

Full H. No Child Left Behind

BE IT RESOLVED that approval is hereby granted for the following salaries to be one hundred percent grant funded for the 2012-2013 school year.

<u>Grant</u>	<u>Position (FTE)</u>	<u>Staff</u>	<u>Amount</u>
NCLB Title I	Teacher (1)	M. Dicks	\$88,816
	Teacher (1)	S. Graff	\$61,251
	Para Professional (1)	L. Molinari	\$22,957
	Para Professional (1)	P. Walsh	\$23,648

BE IT RESOLVED that the Palmyra Board of Education does hereby authorize the submission of NCLB 12 Amendment 2.

Motion: Mr. Quigg

Second: Mr. Austin

Ayes: (8) Ms. Brett, Ms. Valerie Flournoy, Mr. Austin, Mr. Quigg, Mr. Ozalis, Mr. Warnock, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0) none

12. 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.

Mr. and Mrs. Lake questioned the purpose of summer homework.

Ms. Jablonski inquired about changes to the dress code.

Ms. Beck gave the PTA report. Inquired about the organization of the HIB staff throughout the district. Asked if an evaluation schedule had been set for non-certified staff.

Mr. Bostock asked where he could view a copy of the District Goals. Noted his support for summer school work assignments.

Ms. Gilmore spoke with regard to the dress code. Expressed her concern regarding beginning the school year with a long term substitute in the PHS math department. Inquired as to the availability of the OnCourse parent portal.

Ms. Allen noted her satisfaction regarding the new language arts series.

Board Comment

Ms. Brett offered a question concerning acceptable items under the dress code.

Mr. Dreby restated his previous comments regarding the current board vacancy and the scheduling of the closed portion of board meetings. He also reaffirmed his stated regard for the September 11th victims, first responders and the United States military.

13. 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 following subjects shall be discussed on this date in a session of the *Board* closed to the public:

Personnel, Negotiations, Legal

NOW, THEREFORE, BE IT RESOLVED that the aforesated meeting shall be closed to the public for the reasons set forth above, in accordance with the *OPEN PUBLIC MEETINGS ACT*; and

BE IT FURTHER RESOLVED 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.

Reason personnel: Goals related to the Superintendents current and future performance.

Adjourned to Executive Session 8:04 p.m.

A motion to adjourn the executive session was made by: Ms. Valerie Flourney and seconded by Mr. Quigg.

Motion: Ms. Valerie Flourney

Second: Mr. Austin

Ayes: (8) Ms. Brett, Ms. Valerie Flourney, Mr. Austin, Mr. Quigg, Mr. Ozalis, Mr. Warnock, Ms. Holloway, Mr. Dreby

Vote: Unanimous

Returned to open session 9:17 p.m.

A motion to adjourn from closed session was made by Mr. Warnock and seconded by Ms. Holloway.

Motion: Mr. Warnock

Second: Ms. Holloway

Vote: Unanimous

14. Meeting Adjourned 9:17 p.m.

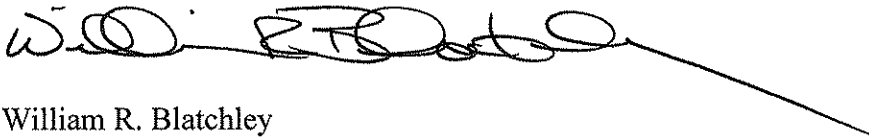
A motion to adjourn the meeting was made by Mr. Quigg and seconded by Mr. Austin.

Motion: Mr. Quigg

Second: Mr. Austin

Vote: Unanimous

Respectfully Submitted,

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

William R. Blatchley
School Business Administrator/Board Secretary