

**PALMYRA BOARD OF EDUCATION  
MINUTES  
January 8, 2013**

\*The Board Secretary will act as temporary chair to conduct the meeting prior to the election of the President and Vice President of the Board.

1. The meeting of the Palmyra Board of Education was called to order at 7:01 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 January 4, 2013.

2. Moment of Silent Meditation
3. Salute to the Flag
4. Official election results were read by the Board Secretary as follows:

Mr. John Gural	1,688
Mr. John M. Kay	80
Ms. Lori Gilmore	53
Mr. Mark Russell	35
Mr. Jimmy Lindsay	33
Mr. Robert Haines	27
Ms. Ruth Mills	20
Ms. Sandra Clinton	15

5. Board Secretary administered the oath of office to newly elected members: Mr. Gural, Mr. Kay and Ms. Gilmore.

The new board members were then officially seated.

6. Roll Call:

Mr. Keith Austin  
Ms. Nancy Brett  
Ms. Valerie R. Flournoy  
Mrs. Lori Gilmore  
Mr. John Gural

Mrs. Mary L. Holloway  
Mr. John Kay  
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, Ms. Valerie R. Flourney, Ms. Gilmore, Mr. Gural, Ms. Holloway, Mr. Kay, Mr. Ozalis, Mr. Quigg, Mr. Warnock

Absent: None

7. The floor was opened for nominations for the position of President of the Board.

Mr. Quigg nominated Mr. Ozalis.

Seeing no other nominations the floor was closed. The Board Secretary called for a vote by show of hands. Mr. Ozalis was elected to serve as Board President with ten votes.

8. The floor was opened for nominations for the position of Vice President of the Board.

Mr. Austin nominated Ms. Holloway.

Ms. Flourney nominated Ms. Brett.

Seeing no other nominations the floor was closed.

The Board Secretary called for a vote by a show of hands. Ms. Brett received eight votes and Ms. Holloway received two votes.

Ms. Brett was elected to serve as Vice President.

The Board Secretary turned the chair over to Mr. Ozalis.

9. Presentations

- Students of the Month

Gr. 5	Kaya Robinson
Gr. 7	John Stokes
Gr. 9	Jeff Hubler
Gr. 12	Chelsea Montieth

- Students recognized for the Green and White Sandy Hook Initiative:  
Antonio Cintron  
Samantha Betts  
Irene Farinas

## 10. Superintendent's Report

1. Health and Wellness
  - a. Increased student and staff absences due to the flu/illness
  - b. Daily disinfecting of desks, door knobs, bathrooms, common surfaces
  - c. Flu Season documents posted to district and building Websites
2. Teacher Evaluation – EE4NJ
  - a. Extensive staff PD scheduled for January 18th
  - b. Review of OnCourse evaluation tool in lieu of Teachscape
  - c. DEAC committee assembled
3. Technology Update
  - a. Admin tech meeting scheduled for Wed, 1/9
    - i. MAP testing technology needs
    - ii. Partnership for Assessment of Readiness for College and Careers (PARCC) readiness update
    - iii. Infrastructure needs assessment for 2013-14 budget
  - b. Crossover to increased bandwidth completed; ongoing system adjustments
  - c. Roll-out of new district Website scheduled for late January
4. 2013-14 Budget development process underway
5. Send/Receive Agreements
  - a. Recent inquiry to Palmyra-Beverly-Riverton agreements/tuition costs
  - b. Regular Ed tuition for 2012-13 school year: \$12,445
  - c. Special Ed tuition for 2012-13 school year: \$16,015  
  
 Riverton: 47 regular ed, and 11 special ed students: total tuition: \$761,080  
 Beverly: 35 regular ed, and 20 special ed students: total tuition: \$755,875
  - d. Combined tuition (revenue) from send/receive agreement: \$1,516,955 (9.3% of budget)

Mr. Ozalis welcomed the new board members then called for the Committee Reports.

11. Committee Reports

Curriculum & Instruction – The committee did not meet during this period. Ms. Brett noted that she had received a Curriculum Update from Ms. Saia.

Finance & Physical Plant – Mr. Austin presented the Buildings and Grounds report.

Human Resources – The committee did not meet during this period.

Policy – The Policy Committee met to discuss the items currently contained in the agenda.

Negotiations – Mr. Ozalis noted that the negotiation process had begun.

12. Correspondence - none

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

No members of the public wished to be recognized at this time.

14. Routine Business

A. Entertain a motion to accept the following reports:

- Cafeteria Report –December 2012
- Enrollment Report – December 2012
- Health Report – December 2012
- HIB Report – December 2012
- Violence, Vandalism & Substance Abuse Report – December 2012

B. Entertain a motion to accept the following minutes:

- Regular Meeting of December 11, 2012

Motion: Mr. Quigg

Second: Ms. Flourney

Vote: Unanimous

15. Old Business - none

16. Discussion Item - none

## 17. New Business

**17.01 Policies, Procedures and Practices**

Full BE IT RESOLVED that the Board hereby adopts the current Board policies, procedures and practices and all current appointments and contracts currently in force through the end of the 2012-2013 fiscal year.

**17.02 Official Public Meetings**

Full BE IT RESOLVED that the following list of dates for the regular meetings of the Palmyra Board of Education are hereby approved by the Board until the next reorganization meeting as per Board of Education Policy:

**Official Public Meetings**

All such meetings are to be held on the second Tuesday of each month at 7:00 p.m. in the Delaware Avenue All Purpose Room, 301 Delaware Avenue, Palmyra, New Jersey 08065, except where noted. Action will be taken at these meetings.

February 12, 2013

March 12, 2013

April 16, 2013

May 14, 2013

June 11, 2013

July – no meeting

August 13, 2013

September 10, 2013

October 15, 2013

November 12, 2013

December 10, 2013

January 14, 2014 (Reorganization)

Motion: Ms. Flourney

Second: Mr. Brett

Ayes: (9) Mr. Austin, Ms. Brett, Ms. Flourney, Ms. Gilmore, Ms. Holloway, Mr. Kay, Mr. Ozalis, Mr. Quigg, Mr. Warnock

Nays: (0) none

Abstentions: (1) Mr. Gural

**17.03 Personnel**Full A. Resignation

BE IT RESOLVED that the resignation of Mr. Adam Pizzo, high school mathematics teacher, is hereby accepted effective January 15, 2013.

Full B. Substitutes

BE IT RESOLVED that the following personnel are hereby approved as substitutes 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>
Kerry Kozlowski	Teacher Assistant for After School Program	\$7.25/hr.

Full C. Senior Class Trip Chaperones

BE IT RESOLVED that approval is hereby granted for the following staff members to serve as chaperones for the senior class trip to Florida scheduled for March 19-23, 2013:

Ken Holloway	Laura Masich
Alex Torrance	Howard Norcross

Full D. Professional Development/Travel

BE IT RESOLVED that 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>
Aleah Braxton, Kim Hoffman	BCSCA Counselors Meeting/1-11-13 or 1-25-13	n/a	Mt. Laurel, NJ	\$3.10
Kristen Adamczyk	Enhancing Early Literacy Skills through the Use of Music/1-15-13	\$215.00	Cherry Hill, NJ	\$4.09
Joseph Rosato	Achieve Greater Success with Your Difficult-To-Reach Students/2-25-13	\$215.00	Cherry Hill, NJ	\$4.06
Jennifer Van Zandt	Strategies to Enhance Your Use of SMART Boards/2-25-13	\$225.00	Voorhees, NJ	\$4.06
Jeff Graiff	Art Best Practice Share/3-8-13	n/a	Riverside, NJ	\$1.55
Kim Hoffman	New Jersey Alliance for Social, Emotional	n/a	Lawrenceville,	\$10.12

	& Character Development/3-18-13		NJ	
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E. Extracurricular Activities

- Full 1. BE IT RESOLVED that the resignation of Mr. Tyrone Belford as Varsity Football Coach is hereby accepted effective immediately.

Motion: Mr. Quigg

Second: Ms. Gilmore

Ayes: (10) Mr. Austin, Ms. Brett, Ms. Flournoy, Ms. Gilmore, Mr. Gural, Ms. Holloway, Mr. Kay, Mr. Ozalis, Mr. Quigg, Mr. Warnock

Nays: (0) none

Abstentions: (0)

- Pal. 2. BE IT RESOLVED that the following extracurricular appointments are hereby approved for the 2012/2013 school year:

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Bill Martin,	Boys' Middle School	Volunteers
Khaliq Burroughs	Basketball Paraprofessional Aides	
Susan Hammond	Girls' Middle School	Volunteer
	Basketball Paraprofessional Aide	

**17.04 Student Activities**A. Fund Raisers

- Pal. 1. Palmyra PTA  
a. Spring Pictures – March 8, 2013

Motion: Ms. Flournoy

Second: Mr. Quigg

Ayes: (9) Mr. Austin, Ms. Brett, Ms. Flournoy, Ms. Gilmore, Mr. Gural, Ms. Holloway, Mr. Kay, Mr. Ozalis, Mr. Quigg

Nays: (0) none

Abstentions: (0)

- Full 2. Palmyra Band Association – Jeff Moore  
a. “Save Around South Jersey” Card Sale – February 11-March 1, 2013  
b. Papa John Card Sale – February 11-March 1, 2013

**17.05 Policies**

- Full BE IT RESOLVED that the following new policies are hereby adopted:

<u>Policy No.</u>	<u>Title</u>
3282	Use of Social Networking Sites (Teaching Staff)

4282                      Use of Social Networking Sites (Support Staff)  
 6164                      Advertising on School Buses

### 17.06    **Job Description**

Full    BE IT RESOLVED that the following job description is hereby approved as revised:

<i>Title</i>	<i>Code</i>	<i>Proposed changes</i>
Technology Director	D-10	Change Title to Coordinator of Technology; Qualifications #1: Valid New Jersey Supervisor, School Administrator, Principal, or Instructional Certificate.

Motion: Ms. Holloway

Second: Mr. Austin

Ayes: (10) Mr. Austin, Ms. Brett, Ms. Flournoy, Ms. Gilmore, Mr. Gural, Ms. Holloway, Mr. Kay, Mr. Ozalis, Mr. Quigg, Mr. Warnock

Nays: (0) none

Abstentions: (0)

### 17.07    **Finance**

Full    A. Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of November 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. Flournoy

Second: Ms. Holloway

Ayes: (10) Mr. Austin, Ms. Brett, Ms. Flournoy, Ms. Gilmore, Mr. Gural, Ms. Holloway, Mr. Kay, Mr. Ozalis, Mr. Quigg, Mr. Warnock

Nays: (0) none

Abstentions: (0)

Full    \*B. Bill Lists

BE IT RESOLVED that the bill lists are hereby approved as follows:

Hand & Machine Checks for December, 2012                      \$1,505,982.45

Full    \*C. Secretary's Report

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



Full     \*D. Treasurer's Report

BE IT RESOLVED that the Treasurer's Reports for November, 2012 are hereby approved.

Full     \*E. Transfers

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

F. Salary Adjustments

Full     1. BE IT RESOLVED that approval is hereby granted to adjust the salary of Mr. Christopher Tracey, English Teacher at Palmyra High School, from \$53,745 (BA, Step 7) to \$55,245 (BA+15, Step 7), in order to reflect completed graduate credits.

Full     2. BE IT RESOLVED that approval is hereby granted to adjust the salary of Mr. Frank Hiller, Mathematics Teacher at Palmyra High School, from \$51,261 (BA, Step 4) to \$52,761 (BA+15, Step 4), in order to reflect completed graduate credits.

Motion: Mr. Quigg

Second: Ms. Brett

Ayes: (10) Mr. Austin, Ms. Brett, Ms. Flournoy, Ms. Gilmore, Mr. Gural, Ms. Holloway, Mr. Kay, Mr. Ozalis, Mr. Quigg, Mr. Warnock

Nays: (0) none

Abstentions: (0)

Pal.     3. BE IT RESOLVED that approval is hereby granted to adjust the salary of Ms. Jacqueline Stevenson, Teacher at Charles Street School, from \$49,542 (BA, Step 1) to \$51,043 (BA+15, step 1), in order to reflect completed graduate credits.

Motion: Ms. Flournoy

Second: Mr. Quigg

Ayes: (9) Mr. Austin, Ms. Brett, Ms. Flournoy, Ms. Gilmore, Mr. Gural, Ms. Holloway, Mr. Kay, Mr. Ozalis, Mr. Quigg

Nays: (0) none

Abstentions: (0)

## 18. Fire/Crisis Drills

Charles Street School	12/4/12	1 minute, 40 seconds
Tier I Drill	12/13/12	7 minutes, 10 seconds
Delaware Avenue School	12/3/12	52 seconds
Tier III Drill	12/17/12	4 minutes, 25 seconds

Palmyra High School  
Tier II Drill

12/13/12  
12/19/12

5 minutes  
1 minute, 36 seconds

Motion: Mr. Quigg  
Second: Ms. Flourney  
Vote: Unanimous

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

Mr. Bostock asked a question pertaining to the expenses utilized to develop tuition numbers and asked for clarification concerning reorganization appointments.

Ms. Beck gave the PTA report. In her role as a parent, she thanked the Board for holding the Charles Street Winter Concert in the evening and requested that future election polling be done at a place and/or time when students were not present.

Mr. Martelli inquired about the History of Beverly students attending Palmyra High School.

20. 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:

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: Negotiations

Adjourned to Executive Session 8:13 p.m.

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

Motion: Ms. Flourney  
Second: Mr. Quigg  
Vote: Unanimous

A motion to reopen the public session was made by Ms. Holloway and seconded by Ms. Flournoy.

Motion: Ms. Holloway

Second: Ms. Flournoy

Vote: Unanimous

Returned to public session 8:52 p.m.

21. Motion to adjourn

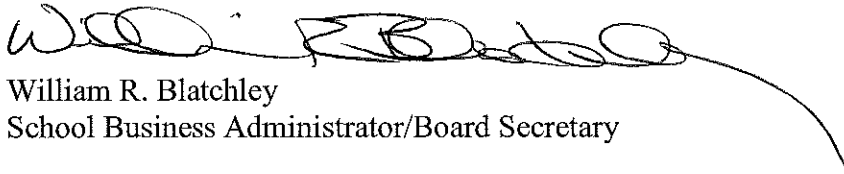
Motion: Ms. Holloway

Second: Ms. Flournoy

Vote: Unanimous

Meeting Adjourned 8:53 p.m.

Respectfully Submitted,

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

William R. Blatchley  
School Business Administrator/Board Secretary