

**PALMYRA BOARD OF EDUCATION  
MINUTES  
March 12, 2013**

1. The meeting of the Palmyra Board of Education was called to order at 7:02 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 March 8, 2013.

2. Moment of Silent Meditation
3. Salute to the Flag
4. Roll Call

Mr. Keith Austin  
 Ms. Nancy Brett, Vice President  
 Ms. Valerie R. Flournoy  
 Mrs. Lori Gilmore  
 Mr. John Gural  
 Mrs. Mary L. Holloway  
 Mr. John Kay  
 Mr. Stanley Ozalis, President  
 Mr. John Quigg  
 Mr. Scott Warnock, Riverton Representative  
 Ms. Dale Thompson, Beverly Representative  
 Ms. Irene Farinas, Student Representative

Present: Mr. Austin, Ms. Brett, Ms. Flournoy, Ms. Gilmore, Mr. Gural, Ms. Holloway, Mr. Kay, Mr. Ozalis, Mr. Quigg, Mr. Warnock, Ms. Farinas, Student Representative

Absent: Ms. Thompson

5. Mr. Kay and Mr. McBride presented awards for student of the month.

Students of the Month

11th Grade	Shaque Muhammad
10th Grade	Luka Graovac
7th Grade	Jayden Baugh
5 <sup>th</sup> Grade	Jayme Livingstone

Mr. Martin, Mr. McBride and Ms. Feinleib presented awards for the winners of the National German Exam.

Winners of National German Exam

John Kay – silver medal

Hannah Kaluhiokalani – bronze medal

Mackenzie White, Alexandra Stijovic, Diamond Robinson, Giovanni Gravano – Outstanding Achievement

6. Superintendent's Report

1. School Performance Reports

- a. 2012-13 Progress Target Action Plan
- b. District percentages
- c. Areas of concern
- d. Recommendation to approve

2. Budget Hearing scheduled for March 26, 2013 at 7:00 p.m. at the Delaware Avenue School

3. Teacher / Principal Evaluation System

- a. TeachNJ Act
- b. AchieveNJ
  - i. Weekly bulletins for the next six (6) weeks
  - ii. Administrator and teacher professional development
  - iii. Set standards by NJ DOE
    - 1. Teachers in tested grades and subjects
    - 2. Teachers in non-tested grades and subjects
- c. Additional information to be posted to district's Website

7. Committee Reports

Curriculum & Instruction - Ms. Brett presented the report. The committee met on February 25, 2013 to discuss MAP testing and the Curriculum updates included as part of the current agenda.

Finance & Physical Plant – Mr. Austin presented the buildings and grounds report. The committee met on February 13 and 19, 2013 to work on the development of the tentative budget presented to the board on March 5, 2013. He noted, in general terms, the issues presented in the development process and reminded everyone that the public budget hearing would take place on March 26, 2013.

Human Resources – Ms. Flournoy presented the report. The committee met on February 19 and March 11, 2013 to discuss staffing issues pertaining to budget development and the personnel items included as part of the current agenda.

Policy – Mr. Quigg presented the report. The committee met on February 25, 2013 to discuss the policy items included on the current agenda.

8. Correspondence

Mr. Ozalis read a letter from the Sandy Hook School Support Fund acknowledging the contribution made by the Palmyra Educational Community.

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

Mr. Belford wished to thank the board for allowing him to serve as Palmyra High School head football coach and to request that the Board table any action to name a replacement pending further discussion and investigation.

Ms. Lynch stood to speak in support of the PHS football program and to request that the Board table any action to name a new head football coach pending further discussion and investigation.

Ms. Beck requested clarification regarding the personnel portion of the agenda. Specifically as it pertained to the new positions which were being recommended.

10. Routine Business

A. Entertain a motion to accept the following reports:

- Cafeteria Report –February, 2013
- Enrollment Report – February, 2013
- Health Report – February, 2013
- HIB Report – February, 2013
- Violence, Vandalism & Substance Abuse Report – February, 2013

Motion: Ms. Flournoy

Second: Mr. Quigg

Vote: Unanimous

B. Entertain a motion to accept the following minutes:

- Regular Meeting of February 12, 2013

Motion: Mr. Austin

Second: Ms. Flournoy

Vote: Unanimous

11. Old Business - none

12. Discussion Item - none

## 13. New Business

**12.01 Personnel**Full A. Mentor

BE IT RESOLVED that Ms. Tracy Wolf is hereby approved as a mentor for Ms. Lindsay Brooks effective February 19, 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>
Mary Petrucelli	Teacher Assistant	\$60/day
Kenneth Hoff	Teacher	\$80/day
John E. Washington	Teacher	\$70/day
Joanne Huber	Custodian	\$8/hour
Gregory Bondarenko	Custodian	\$8/hour

Full C. 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>Mileage Reimbursement Cost</i>
Michael Budden	Meet the Artist Class on 3/6/13	N/A	Doylestown, PA	\$38.13
Lianne Kane, Joni Geiser, Mark Pease, Ken Holloway, Joseph Martin, Jeanne Barber, Stacy Saia	Preparing for Educator Evaluation Reform on 3/11/13	N/A	Mullica Hill, NJ	Est. \$8.47 ea.
Joseph Martin	Danielson Awareness Session on 3/13/13	N/A	Mullica Hill, NJ	Est. \$8.47
Jeanne Barber, Joni Geiser	SEMI Regional Meeting on 3/14/13	N/A	Vineland, NJ	Est. \$13.59 ea.
Jeanne Barber, Brian McBride	Educator Evaluation on 3/19/13	N/A	Rutgers, Camden	Est. \$2.34

Full D. Student Practicum

BE IT RESOLVED that approval is hereby granted for Mr. Tim Salkowski and Ms. Gina Black, students at Rutgers Camden, to teach one creative writing lesson per week from February 25 – May, 2013 as part of their course requirement.

Full E. Extracurricular Activities

1. BE IT RESOLVED that the following paraprofessional athletic aide are hereby approved for the 2012/2013 school year, pending approval by the Burlington County Office of Education:

<u>Name</u>	<u>Sport</u>
Ryan Cesaretti	Paraprofessional Athletic Aide for Spring Track

Motion: Mr. Austin

Second: Ms. Flourney

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

Nays: (0) none

Abstentions: (0) none

2. BE IT RESOLVED that John Geisel is hereby appointed as the Head Football Coach for the 2013/2014 school year (stipend subject to the negotiated agreement).

Motion: Ms. Flourney

Second: Mr. Austin

A discussion by the members ensued following which the motion and second to approve were withdrawn by Ms. Flourney and Mr. Austin. Ms. Brett then made a motion to table the item until the next meeting. That motion was seconded by Ms. Holloway.

Motion: Ms. Brett

Second: Ms. Holloway

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

Nays: (0) none

Abstentions: (0) none

Full F. Chaperone

BE IT RESOLVED that approval is hereby granted for Mr. Michael Tumelty to replace Mr. Howard Norcross as a chaperone for the senior class trip from March 19-23, 2013.

Full G. Assistant Superintendent

BE IT RESOLVED that approval is hereby granted to establish the position of Assistant Superintendent for the 2013/2014 school year.

Full H. Curriculum Supervisor

BE IT RESOLVED that approval is hereby granted to add one full time position of Curriculum Supervisor for the 2013/2014 school year.

Full I. Health & PE Teacher  
BE IT RESOLVED that approval is hereby granted to add one full time position of Health & PE Teacher for the 2013/2014 school year.

Full J. School Psychologist  
BE IT RESOLVED that approval is hereby granted to add one full time position of School Psychologist for the 2013/2014 school year.

Motion: Mr. Quigg

Second: Ms. Flourney

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

Nays: (0) none

Abstentions: (0) none

## 12.02 Students

A. Curriculum  
Full 1. BE IT RESOLVED that the addendums to the following high school curriculum are hereby approved:

Algebra	Pre-Calculus	HSPA Math
Geometry	Calculus	
Algebra II	Statistics	

Motion: Ms. Brett

Second: Mr. Quigg

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

Nays: (0) none

Abstentions: (0) none

Pal. 2. BE IT RESOLVED that the addendums to the following elementary curriculum are hereby approved:

Third Grade	Fifth Grade	Pre-Algebra (Gr. 7-8)
Fourth Grade	Sixth Grade	

B. Educational Field Trips  
Pal. 1. BE IT RESOLVED that the following field trips at Charles Street School are hereby approved:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
March 30, 2013	Palmyra Cove Nature Park	Gr. 5-6/Mr. Graff
May 22, 2013	Voorhees Community Center	K/Mrs. Wilson

(9:15 a.m.) (no cost to the district)

Motion: Ms. Brett

Second: Mr. Gural

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

Nays: (0) none

Abstentions: (0) none

- Full 2. 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>       |
|----------------|--|----------------------------|
| March 15, 2013 | Burlington Center Mall<br>for BCEA Mall Expo (1:30 p.m.)                                 | Gr. 9-12/Mr. Moore         |
| March 19, 2013 | Burlington Center Mall<br>for BCEA Mall Expo (10:30 a.m.)                                | Gr. 7-8/Mr. Moore          |
| March 26, 2013 | Rutgers University in Camden   | Gr. 9-12/Mrs. Salvo        |
| April 10, 2013 | Rutgers University in<br>New Brunswick, NJ (8 a.m.)<br>(no transportation cost)          | Gr. 11/Mrs. Higgins        |
| April 19, 2013 | New York German Cultural<br>Center (8 a.m.)<br>(no cost to the district)                 | Gr. 9-12/<br>Mrs. Feinleib |
| May 23, 2013   | Sebastian's Schnitzelhaus in<br>Wrightstown, NJ (2:30 p.m.)<br>(no cost to the district) | Gr. 9-12/<br>Mrs. Feinleib |
| May 14, 2013   | Rutgers EcoComplex in<br>Bordentown, NJ<br>(no transportation cost)                      | Gr. 11/Mrs. Higgins        |

C. Fund Raisers

- Full 1. Dress Down Days
- a. March 29 – Interact
  - b. April 19 – Post Prom Committee
  - c. May 10 – Class of 2013
  - d. May 23 – Class of 2015
- Full 2. Spanish National Honors Society – Taco Sale – after school in the cafeteria March 15 (Katie Salvo)
- Full 3. Palmyra Softball – Candy Bar Sale – March 13 – all available items sold (Ken Miller)

Motion: Mr. Quigg

Second: Ms. Brett

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

Nays: (0) none

Abstentions: (0) none

- Pal. 4. Dress Down Day  
*"Light it Up Blue Day"* in April, 2013. All proceeds go to Autism Speaks.
- Pal. 5. PTA  
 a. Spirit Night  
 i. March 24 & 25 – District 611 (Carolyn Murphy)  
 ii. April 7 – Broad Street Luncheonette (Carolyn Murphy)  
 b. Book Fair – June 3 – June 7 (Vicki Agnew)
- Pal. 6. Dress Down Day  
 March 29, 2013 to benefit the March of Dimes (donations: \$5 staff and \$2 students)

D. Activities

- Pal. 1. BE IT RESOLVED that approval is hereby granted for students at Charles Street School to plant a vegetable/herb garden at the cafeteria end of the courtyard.
- Pal. 2. BE IT RESOLVED that approval is hereby granted for 5th and 6th grade students (parents would be invited) to a clean-up of the river shoreline on Saturday, 3/30/13 from 11 a.m. to 1 p.m.

Motion: Ms. Flournoy

Second: Ms. Gilmore

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) none

- Full 3. BE IT RESOLVED that approval is hereby granted for Palmyra High School to hold a Career Day on April 25, 2013.
- Full 4. BE IT RESOLVED that approval is hereby granted for Palmyra High School to hold World Culture Day on April 26, 2013.
- Full 5. BE IT RESOLVED that approval is hereby granted to have a Staff/Student Night at the Phillies on May 14, 2013 (no cost to the district).

Motion: Mr. Quigg

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) none

E. Homebound Instruction

- Pal. 1. BE IT RESOLVED that approval is hereby granted for student #11511867 to receive homebound instruction beginning on 3/15/13 pending results of medical evaluations.

Motion: Ms. Holloway

Second: Ms. Flournoy

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) none

- Full            2. BE IT RESOLVED that approval is hereby granted for student #2366433296 to receive homebound instruction from 3/4/13 to 6/14/13.

Motion: Ms. Flournoy

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) none

F. Progress Target Action Plan

- Pal.            BE IT RESOLVED that the 2012-2013 Progress Target Action Plan and Student Reports are approved.

Motion: Mr. Quigg

Second: Ms. Flournoy

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) none

**12.03    \*Policy/Regulations**

Full            A. Policy

1. BE IT RESOLVED that the following new policies are hereby given a first reading:

2468	Independent Educational Evaluations
6113	E-Rate
6163	Advertising on School Property
6480	Purchase of Food Supplies

2. BE IT RESOLVED that the following policies are hereby approved as revised:

0132	Executive Authority
2415	No Child Left Behind Programs
3230	Outside Activities
3281	Inappropriate Staff Conduct
4230	Outside Activities
4281	Inappropriate Staff Conduct
8505	School Nutrition

B. Regulations

BE IT RESOLVED that the following regulations are hereby approved as revised:

2431.1	Emergency Procedures for Athletic Practices and Competitions
2431.2	Medical Examination to Determine Fitness for Participation in Athletics
3230	Outside Activities
3281	Inappropriate Staff Conduct
4230	Outside Activities
4281	Inappropriate Staff Conduct

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) none

**12.04 Finance**

Full A. Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of January 31, 2013, 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. Brett

Second: Ms. Flournoy

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) none

Full \*B. Bill Lists

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

Hand & Machine Checks for February, 2013	\$2,111,270.48
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Full \*C. Secretary's Report

BE IT RESOLVED that the Secretary's Report for January, 2013 is hereby approved.

Full    \*D. Treasurer's Report

BE IT RESOLVED that the Treasurer's Report for January, 2013 is hereby approved.

Full    \*E. Transfers

BE IT RESOLVED that the Transfer Report for January, 2013 is hereby approved.

Full    F. Salary Adjustment

BE IT RESOLVED that approval is hereby granted to adjust the salary of Ms. Joni Geiser, Speech/Language Pathologist, from \$82,290 (BA+30, off guide) to \$83,503 (MA, off guide) in order to reflect completed graduate credits, retroactive to February 1, 2013.

Motion: Ms. Brett

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: (1) Mr. Ozalis from B. Bill List.

**14. Fire/Crisis Drills**

## Charles Street School

Tier I Drill	2/19/13	4 minutes, 25 seconds
	2/22/13	1 minute, 40 seconds

## Delaware Avenue School

Tier I Drill	2/21/13	58 seconds
	2/25/13	1 minute, 44 seconds

## Palmyra High School

Tier I Drill	2/21/13	15 minutes
	2/25/13	1 minute, 50 seconds

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

Mr. Bostock rose to speak about decisions based on age and noted that there were no Palmyra residents on the selection committee assembled to vet football coach candidates.

Ms. Robinson spoke on the following issues:

- SAT scores and her belief that SAT prep should be included as part of the high school curriculum.
- The availability of the new PHS course selection booklet.
- Was there a plan to move the 6<sup>th</sup> grade to PHS in 2013-2014 and if so what was the basis for that decision?

- Residency.
- Timeframe for posting new positions included in the current agenda.
- Space allocation at Charles Street School.

Ms. Jablonski stood to thank the buildings and grounds department for its support in making the PTA sponsored Sock Hop such a success. She also made note of PTA signage announcing meeting dates in regards to policy 6163, approved at the meeting, to ensure that continued posting of these signs was not in conflict with policy.

Ms. Beck gave the PTA report. Ms. Beck summarized the success of Read Across American and the Sock Hop as well as the success of the resulting charitable donations.

Ms. Beck then explained that there would be a third book fair offered in June and that the company would attempt to match the offered selection to school reading requirements.

Ms. Lynch noted that expired milk was served in the PHS cafeteria on March 11, 2013.

Ms. Brett noted that she was invited to Read Across American at Charles Street. She characterized it as a wonderful and very fulfilling experience.

16. 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:

**Negotiations**

NOW, THEREFORE, BE IT RESOLVED that the aforestated 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 8:35 p.m.

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

Motion: Mr. Quigg  
Second: Ms. Gilmore

Vote: Unanimous

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

Motion: Ms. Flourney

Second: Ms. Holloway

Vote: Unanimous

17. Returned to public session 9:44 p.m.

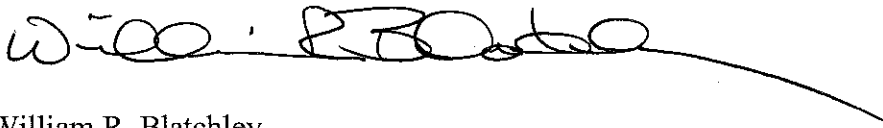
18. Meeting Adjourned 9:45 p.m.

Motion: Ms. Brett

Second: Mr. Austin

Vote: Unanimous

Respectfully Submitted,

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

William R. Blatchley

School Business Administrator/Board Secretary