

MINUTES

January 7, 2015

1 Call to Order

The meeting was called to order at 7:20 p.m. The Board Secretary read the Opening Public Meetings statement.

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 December 23, 2014.

2 Moment of Silent Meditation

3 Salute to the Flag

4 Official Election Results

The Board Secretary read the official election results.

Howard W. Norcross	1,229
Nancy M. Brett	1,154
Keith W. Austin	1,147
Personal Choice	45

5 The Board Secretary administered the oath of office to elected members: Ms. Brett, Mr. Austin

Mayor Karen Scheffler administered the oath of office to elected member: Mr. Norcross

The three new members were then formally seated.

6 Roll Call

Mr. Keith Austin
 Ms. Nancy Brett
 Ms. Sandra Cintron
 Ms. Lori Gilmore
 Mr. John Gural
 Mr. John Kay
 Mr. Howard Norcross
 Mr. John Quigg
 Mr. Mark Russell
 Mr. Warnock (Riverton Representative)
 Ms. Knudson (Beverly Representative)
 Mr. Gravano (Student Representative)

Present: Mr. Austin, Ms. Brett, Ms. Gilmore, Mr. Gural, Mr. Kay, Mr. Norcross, Mr. Russell,
Mr. Quigg, (7:24pm) Mr. Warnock, Mr. Gravano

Absent: Ms. Cintron, Ms. Knudson

6.01 The Board Secretary opened the floor to nominations for President of the Palmyra Board of Education.

Mr. Quigg nominated Ms. Brett and Mr. Gural nominated Mr. Russell; both members accepted their nomination. Seeing no more nominations the Board Secretary closed the nominating process and conducted a Roll Call vote of the Palmyra members present. Mr. Russell received three votes and Ms. Brett received the five votes required by Board Policy to be elected President.

Ms. Brett was seated as the Board President and the Board Secretary relinquished the chair to her.

6.02 Ms. Brett opened the floor to nominations for Vice President of the Palmyra Board of Education.

Mr. Gural nominated Mr. Austin; Mr. Austin accepted his nomination. Seeing no more nominations Ms. Brett closed the nominating process and called for a Roll Call vote of the Palmyra members present. Mr. Austin received eight votes which exceeded the five votes required by Board Policy to be elected Vice President.

Mr. Austin was seated as the Board Vice President.

Having completed the reorganization process, Ms. Brett began the business portion of the meeting.

7 Presentations

7.01 Students of the Month

Ms. Brett, Mr. McBride and Mr. Pease presented the award for student of the month at Charles Street High School to:
Dominic Belton – 6th Grade

Ms. Brett, Mr. McBride and Mr. Martin presented the award for student of the month at Palmyra High School to:

Katherine Sacca - 7th/8th Grade
Albert Groff - 9th/10 Grade
Erin Ortlip - 11th/12th Grade

7.02 Girl Scout Silver Award Project - Buddy Bench

Mr. Pease and Mr. Martin recognized Kayla and Jenna Kearney, Ashley Young, and Cassidy Hoff for completion of their Silver Award project and the donation of a “Buddy Bench” to Charles Street School.

7.03 Student USO Volunteers

Mr. Martin recognized the three high school National Honor Societies and their advisors for their charitable efforts and successful completion of “Operation Stocking Stuffer”.

8 Reports

8.01 Superintendent

Congratulations to Ms. Brett, Mr. Austin, and Mr. Norcross on their appointment to the Board of Education.

Mid-year review with Executive County Superintendent was conducted on 1/6/2015
District is in "good standing" with only positive feedback received from ECS.

QSAC Site visit is scheduled for January 23, 2015.

Beverly Board of Education meeting. Mr. Ozalis, Ms. Brett, and Mr. McBride attended on 12/17/2014 Positive reception; request made by Beverly BOE President, Mr. Wolbert, that President/CSA meeting be resumed.

PHS Soccer accolades: JAMES BRETT & GABE HOCHENBERGER

On Monday, January 5, 2015 PHS seniors James Brett and Gabe Hochenberger were honored at the South Jersey Soccer Coaches Association's end of the year banquet. Gabe Hochenberger was named 2nd Team All South Jersey as a defender. James Brett was named 1st Team All South Jersey and was awarded Goalkeeper of the Year for South Jersey! This was the 1st time that a Palmyra High School soccer player has been named as a player of the year at the All South Jersey banquet. Congratulations to the Gabe, James, Coach Papenberg, and the entire Boys' Soccer Team!

2014-2015 Goals and Objects Mid-year update

CSS & PHS goals and objectives have been developed along w/mid-year updates

- 8.02 Board Committees - Board committees did not meet during the month of December. As a part of the reorganization process the Board President will appoint or affirm committee assignments prior to the next scheduled committee meeting date of January 28, 2015.
- 8.02a Policy & Curriculum
 - 8.02b Finance & Physical Plant
 - 8.02c Human Resources & Negotiation
- 8.03 Sending District Reports
- 8.03a Beverly - no report
 - 8.03b Riverton - Mr. Warnock reported that all three members of the Riverton Board who were up for re-election had been re-elected.
- 8.04 Student Representative
Mr. Gravano reported on:
Charles Street School Activities
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- Food Collection
 - "You're Never Too Young to Achieve Greatness" assembly
 - 2nd Grade trip to Adventure Aquarium
- Palmyra High School Activities
- Interact "Hope Stones"
 - Bingo at Riverview Estates
 - OLWEUS
 - Student Councils at TCNJ
 - Blood Drive
 - Peer Tutoring
- 8.05 PTA
Ms. Hartman presented the PTA Report
- Spirit night: we will be hosting a spirit night at Chick-fil-a on January 21st from 5-8 p.m.

- Soccer snack bar: starting Saturday, January 3 thru the end of February the PTA will be selling snacks during all the Pal-Riv indoor soccer games at Charles Street School.
- PTA meeting: Our next 2 meeting dates are January 12th & February 2nd at 7 p.m. at Charles Street School.

9 Correspondence

Ms. Brett read a letter from the Operation Stocking Stuffers Program 2014

10 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.

Ms. Salvo, as President of the Palmyra Education Association, introduced herself to the Board.

11 Routine Business

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

11.01a +Enrollment Report – December, 2014

11.01b +Health Report – December, 2014

11.01c +HIB Report – December, 2014

11.01d +Violence, Vandalism & Substance Abuse Report – December, 2014

11.01e +Fire/Emergency Drills – December, 2014

11.01f Substitutes (pending approval by the Burlington County Office of Education)

- Naadira Davis, Teacher, \$70.00/day

- Naadira Davis, After School Program Aide, \$8.25/hr.

11.01g Volunteers (pending criminal history review)

- Walt Hoover, Paraprofessional Athletic Aide for Girls Middle School Basketball

- Tracey Wolf as a volunteer assistant coach for spring track

- Lynn Loftland as a volunteer for the Palmyra Players

- Lina Shane for the BookMates Program

Voice Vote by Full Board

Motion: Mr. Quigg

Second: Mr. Gural

Vote: Unanimous

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

11.02a Travel and Professional Development

<u>Staff Member</u>	<u>Name/Date of Workshop</u>	<u>Workshop Cost</u>	<u>Workshop Location</u>
William Donley	Effectively Dealing with Disruptive Students: Practice, Classroom-proven techniques 1/22/2015	\$229.00	Cherry Hill, NJ

Danielle Willard	Effectively Dealing with Disruptive Students: Practice, Classroom-proven techniques 1/22/2015	\$229.00	Cherry Hill, NJ
Gail White	Maximizing Essential Math Skills for Struggling Students 2/18/2015, 3/25/2015	\$375.00	Monroe, NJ
Joe Martin	Techspo 2015 1/29/2015-1/30/2015	\$395.00	Atlantic City, NJ
Mark Pease	Techspo 2015 1/29/2015-1/30/2015	\$395.00	Atlantic City, NJ
Stacy Saia	Techspo 2015 1/29/2015-1/30/2015	\$395.00	Atlantic City, NJ

Roll Call Vote Full Board

Motion: Mr. Gural Second: Mr. Russell

Ayes: (9) Mr. Austin, Ms. Gilmore, Mr. Gural, Mr. Kay, Mr. Norcross, Mr. Quigg, Mr. Russell,
Mr. Warnock, Ms. Brett

Nays: (0) none

Abstentions: (0) none

12 Old Business – None at this time

13 Open Board Discussion: Strategic Plan

There was a short discussion concerning the NJSBA presentation of their “Strategic Plan 3D” program. Mr. Russell proposed that the Board authorize the purchase of the plan as well as the funding in order to kick off the project. Mr. Gural asked about the timeline for the project. Mr. McBride provided a short synopsis and then recommended that the Board consider a “not to exceed” dollar figure of \$6,500 to allow for unanticipated expenses of the project. Mr. Austin asked the Business Administrator to confirm the availability of funding. The Business Administrator confirmed the availability. Ms. Brett then asked for a motion to authorize the Business Administrator to enter into a contract with NJSBA to provide strategic planning services and to authorize an expenditure not to exceed \$6,500.

Roll Call Vote Full Board

Motion: Mr. Gural Second: Mr. Russell

Ayes: (9) Mr. Austin, Ms. Gilmore, Mr. Gural, Mr. Kay, Mr. Norcross, Mr. Quigg, Mr. Russell,
Mr. Warnock, Ms. Brett

Nays: (0) none

Abstentions: (0) none

14 Personnel

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

14.01a Student Teacher/Practicum Placement

- Approval for Michael D. Knazek, a student at Rowan University, to do his MST Clinical Internship II under the guidance of John Geisel from January 20-May 11, 2015.

- Approval for Adam George Fincke, a student at Rowan University, to do his student teaching/practicum under the guidance of Frank Hiller from January 20-May 11, 2015.

14.01b Appoint Mrs. Lorita Foster and Mr. Eric Mehler as Before/After School SAT Course Advisors at a rate of \$32.50/hr. (2/9 to 3/12/2015 and 3/23 to 4/30/2015).

Roll Call Vote Full Board

Motion: Ms. Gilmore Second: Mr. Norcross

Ayes: (9) Mr. Austin, Ms. Gilmore, Mr. Gural, Mr. Kay, Mr. Norcross, Mr. Quigg, Mr. Russell, Mr. Warnock, Ms. Brett

Nays: (0) none

Abstentions: (0) none

14.02 BE IT RESOLVED that the following personnel actions affecting Charles Street School are hereby approved as recommended by the Superintendent

14.02a +Resignation

- Accept the resignation of Mrs. Marcella Field, teacher assistant, effective January 14, 2015.

14.02b +Leave of Absence

- Request by Jenna C. Mackey to take an unpaid Leave of Absence on Friday, February 13, 2015 for personal business.

Roll Call Vote Palmyra Board

Motion: Mr. Quigg Second: Mr. Norcross

Ayes: (8) Mr. Austin, Ms. Gilmore, Mr. Gural, Mr. Kay, Mr. Norcross, Mr. Quigg, Mr. Russell, Ms. Brett

Nays: (0) none

Abstentions: (0) none

15 Policy and Curriculum

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

15.01a +Curriculum

- Enter into an Agreement with Burlington County College to participate in the College Acceleration Program (CAP)

Roll Call Vote Full Board

Motion: Mr. Russell Second: Mr. Austin

Ayes: (9) Mr. Austin, Ms. Gilmore, Mr. Gural, Mr. Kay, Mr. Norcross, Mr. Quigg, Mr. Russell, Mr. Warnock, Ms. Brett

Nays: (0) none

Abstentions: (0) none

15.02 BE IT RESOLVED that the following Policy and Curriculum actions affecting Charles Street School are hereby approved as recommended by the Superintendent:

15.02a Field Trips

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
May 20, 2015	Camden Riversharks	Gr. 5/6

The Board would like to recognize the PTA for its financial support, which helps to make many of these trips possible.

15.02b Accept the donation of a "Buddy Bench" for the Kids for Character Club from Jenna Kearney, Ashley Young, and Cassidy Hoff (Silver Awards Project for Girl Scouts).

Roll Call Vote Palmyra Board

Motion: Mr. Quigg Second: Mr. Norcross

Ayes: (8) Mr. Austin, Ms. Gilmore, Mr. Gural, Mr. Kay, Mr. Norcross, Mr. Quigg, Mr. Russell, Ms. Brett

Nays: (0) none

Abstentions: (0) none

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

15.03a 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 2015 calendar year.

15.03b 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 Wednesday 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.

Board Meeting

7 January (Reorganization)
 11 February
 11 March (Preliminary budget approval – tentative)
 15 April (Budget adoption - tentative)
 29 April (Budget hearing - tentative)
 13 May (Meeting to be held at CSS All Purpose Room)
 10 June
 July - No Meeting
 12 August

Committee Meeting

28 January
 25 February
 25 March
 22 April

 27 May

 22 July
 26 August

01/07/2015

Motion: Mr. Quigg

Second: Mr. Gural

Vote: Unanimous

Time: 8:15 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "W.R. Blatchley". The signature is written in a cursive style and is positioned above the printed name.

William R. Blatchley
School Business Administrator/Board Secretary