

Minutes

APRIL 15, 2015

1 Call to Order

The meeting was called to order at 7:02 p.m. Ms. Brett 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 April 2, 2015.

2 Moment of Silent Meditation

3 Salute to the Flag

4 Roll Call

Mr. Keith Austin, Vice President

Ms. Nancy Brett, President

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, Mr. Kay, Mr. Norcross, Mr. Russell, Mr. Warnock, Ms. Knudson,
Mr. Gravano

Absent: Ms. Cintron, Ms. Gilmore, Mr. Gural, Mr. Quigg

5 Presentations

5.01 Student of the Month

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

Sammie Jo Vincent - 7th/8th Grade

Colin Cattell - 9th/10th Grade

Chelsea Cahill - 11th/12th Grade

Mr. Russell, Mr. McBride and Ms. Geiser presented the award for student of the month at

Charles Street School to:

Halle Brown - 6th Grade

6 Closed Session

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 Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

WHEREAS, the regular meeting of the Board of Education will reconvene following the end of the closed session, approximately 7:45 p.m. this evening

NOW, THEREFORE, BE IT RESOLVED that the Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public.
- Superintendent's contract and related personnel issues.

Voice Vote by Full Board

Motion: Mr. Russell
 Second: Mr. Warnock
 Vote: Unanimous
 Time: 7:16 p.m.

7 Return from Closed Session

Voice Vote by Full Board

Motion: Mr. Norcross
 Second: Mr. Austin
 Vote: Unanimous
 Time: 7:32 p.m.

8 Reports

8.01 Superintendent

1. Strategic Planning
 - a. First meeting was held on March 26th with 80 folks in attendance
 - b. District website contains updates from the meeting to include a summary from NJSBA (provided)
 - c. Second meeting is scheduled for 4/28/2015 beginning at 7:00 p.m. at PHS
 - d. Third meeting scheduled for 5/28/2015 beginning at 7:00 p.m. at PHS
2. PARCC
 - a. Palmyra High School
 - Testing begins on 4/28/2015
 - Compressed schedule should require about 3.5 days
 - b. Charles Street School

- Testing begins on 5/11/2015
 - Compressed should require about 4 days
3. Palmyra Education Association
 - a. Teacher for a Day scheduled for 4/16/2015 at PHS
 4. "Porridgegate" is showing at Charles Street School this Friday, 4/17, beginning at 6:00 p.m. (doors open at 5:30)
 5. Take Your Child to Work Day is Thursday, April 23rd.
 6. Kindergarten registration takes place on Tuesday, April 28th, at CSS. Please call the school to setup an appointment.

Ms. Brett invited everyone to attend the next Strategic Planning meeting

8.02 Board Committees

8.02a Policy & Curriculum

Ms. Brett reported that the committee met on 3/25/2015 to discuss the policies contained in the current agenda

8.02b Finance & Physical Plant

Mr. Kay reported that the committee met on 3/25/2015. He noted discussions regarding the contracts and agreements contained in the current agenda, changes to the budget submission as prescribed by the County Office, implementation of an "on-line" payment system for school lunches, and discussion regarding on-going track and locker projects. Mr. Kay then presented the Buildings and Grounds report for the month of March.

8.02c Human Resources & Negotiation

Ms. Brett reported that the committee met on 3/25/2015 to discuss the Superintendent's contract and other personnel matters

8.03 Sending District Reports

8.03a Beverly

Ms. Knudson reported that on-going roof replacement work had been completed during the spring break

8.03b Riverton

Mr. Warnock reported that Ms. Eck is back at work, the Riverton Board of Education has approved a \$5.4m budget for the upcoming school year which includes the addition of a technology teaching position

8.04 Student Representative

Mr. Gravano reported that the Senior Trip went well and that students had a memorable time. He also reported that the Spanish National Honor Society was selling bracelets to support the education of two students in Guatemala.

8.05 PTA

Ms. Hartman reported:

1. The spring flower sale went well with about 100 plants sold. All proceeds will go toward the 6th grade dance.
2. Work on the Charles Street yearbook is coming to an end. Over 250 books have been sold. She then thanked the Charles Street teachers for providing pictures for the activity pages and a

special thanks to Mrs. Ehret for her assistance with this project. PTA is anticipating an early June delivery of the yearbooks.

3. PTA officers are looking forward to attending the NJ PTA leadership summit in Atlantic City next weekend.
4. The PTA is holding a painting event in partnership with Palmyra Borough on May 1st at 6:00 p.m. to be held at the community center. Student and resident art will be on display. For a fee, students can create a painting for Mom.
5. The middle school committee is hosting a comedy night on May 2nd at 9:00 p.m. at Casa Carollo in Marlton.
6. The PTA is in the process of formulating plans for next year's fundraisers and activities in an attempt to focus on more family based events such as game nights & movie nights in order to increase opportunities for community participation.

9 Correspondence - None at this time

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.

No member of the public wished to be recognized at this time

11 Routine Business

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

- 11.01a +Enrollment Report – March 2015
- 11.01b +Fire/Emergency Drills – March 2015
- 11.01c +Health Report – March 2015
- 11.01d +HIB Report – March 2015
- 11.01e +Violence, Vandalism & Substance Abuse Report – March 2015

Voice Vote by Full Board

Motion: Mr. Norcross

Second: Mr. Austin

Vote: Unanimous

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

- 11.02a +Check Register for March 2015 representing hand and machine checks totaling \$1,881,172.72
- 11.02b +Board Secretary's Report for February 2015 and the Treasurer's Report for February 2015 which have been found to be in agreement.
- 11.02c +Cafeteria Report for March 2015
- 11.02d +Transfer Report for March 2015
- 11.02e +Minutes of the Regular Meeting February 11, 2015-Revised
- 11.02f +Minutes of the Regular Meeting March 11, 2015
- 11.02g Student Placement

- Approval for student #3075413276 to continue placement at Burlington County Special Services School District for the remainder of the 2014/2015 school year, effective 4/1/2015 at a tuition rate of \$37,345 pro-rated.

11.02h	Travel and Professional Development			
	<u>Staff Member</u>	<u>Name/Date of Workshop</u>	<u>Workshop Cost</u>	<u>Workshop Location</u>
	Stacy Saia	Educating Modern Learners on 4/20/2015	\$149.00	Mullica Hill, NJ
	Rob Reimer	Educating Modern Learners on 4/20/2015	\$149.00	Mullica Hill, NJ
	Joni Geiser	A Basic Guide to Intervention & Referral Services on 4/21/2015	\$149.00	Monroe Twp., NJ

Roll Call Vote Full Board

Motion: Mr. Austin Second: Mr. Norcross

Ayes: (7) Mr. Norcross, Mr. Russell, Ms. Knudson, Mr. Warnock, Mr. Kay, Mr. Austin, Ms. Brett
 Nays: (0) none
 Abstentions: (0) none

12 Old Business - None at this time

13 Personnel

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

13.01a	<u>Request to Enroll in Graduate Course and Apply for Tuition Reimbursement</u>		
	<u>Staff Member</u>	<u>Course/Dates/University</u>	<u>Reimbursement Cost</u>
	Lianne Kane	EDL 550 School Law/ April-June 2015/Thomas Edison	Per the negotiated agreement
	Joseph Rosato	EDL 510 The Inquiry Process/ April-June 2015/Thomas Edison BLED 40522 Integrating Language & Content in ESL/BE/August 25, 2015 to October 20, 2015/Rowan	Per the negotiated agreement

Roll Call Vote Full Board

Motion: Mr. Russell Second: Mr. Norcross

Ayes: (7) Mr. Norcross, Mr. Russell, Ms. Knudson, Mr. Warnock, Mr. Kay, Mr. Austin, Ms. Brett
 Nays: (0) none
 Abstentions: (0) none

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

13.02a Approval is requested for Ms. Bobbi Webb to take unpaid leave on May 21 and 22, 2015.

Roll Call Vote Palmyra Board

Motion: Mr. Norcross Second: Mr. Kay

Ayes: (5) Mr. Norcross, Mr. Russell, Mr. Kay, Mr. Austin, Ms. Brett
 Nays: (0) none
 Abstentions: (0) none

14 Business, Finance and Operations

14.01 Certification

Pursuant to NJAC 6:20-2.13(e), we certify that as of March 31, 2015, 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.

Roll Call Vote Full Board

Motion: Mr. Austin Second: Mr. Norcross

Ayes: (7) Mr. Norcross, Mr. Russell, Ms. Knudson, Mr. Warnock, Mr. Kay, Mr. Austin, Ms. Brett
 Nays: (0) none
 Abstentions: (0) none

14.02 BE IT RESOLVED that the following business, financial and operational actions are hereby approved as recommended by the Superintendent:

14.02a That the 2015-2016 budget as presented in the budget documents and approved by the Executive County Superintendent is approved;

	BUDGET	LOCAL TAX LEVY
General Fund	\$15,794,023	\$8,633,789
Special Revenue Fund	\$ 507,032	\$ 0
Debt Service Fund	<u>\$ 1,290,406</u>	<u>\$ 948,158</u>
Total	\$17,591,461	\$9,581,947

And to advertise said budget in the Burlington County Times in accordance with the form suggested by the State Department of Education and according to law; and

That a public hearing be held on April 29, 2015 at 7:00 p.m. in the Delaware Avenue School All Purpose room for the purpose of conducting a public hearing on the 2015-2016 budget.

Roll Call Vote Full Board

Motion: Mr. Kay Second: Mr. Norcross

Ayes: (7) Mr. Norcross, Mr. Russell, Ms. Knudson, Mr. Warnock, Mr. Kay, Mr. Austin, Ms. Brett
 Nays: (0) none

Abstentions: (0) none

14.03 BE IT RESOLVED that the following business, financial and operational actions are hereby approved as recommended by the Superintendent:

14.03a That the Palmyra Board of Education does not require private schools to apply for and receive funding from the Child Nutrition Program for the 2015/2016 school year; and that the Palmyra Board of Education does not require private schools to charge students for reduced and/or paid meals during the 2015/2016 school year.

14.03b+ That Nutri-Serve Food Management Inc. be approved to provide food services management for the 2015/2016 school year, which is the third year of the current five year contract, in accordance with the terms and conditions of said contract, for a set fee not to exceed \$18,450.

14.03c+ That the Memorandum of Understanding between the Palmyra Public School District and the New Jersey Office of Emergency Management on behalf of the State of New Jersey, as a condition for the acceptance and expenditure of FEMA funding, be approved in accordance with the terms and conditions as stated in the documents attached to this agenda.

14.03d+ That the Corrective Action Plan resulting from the Consolidated Monitoring conducted in January of 2014 be approved for submission as presented.

Roll Call Vote Full Board

Motion: Mr. Russell Second: Mr. Norcross

Ayes: (7) Mr. Norcross, Mr. Russell, Ms. Knudson, Mr. Warnock, Mr. Kay, Mr. Austin, Ms. Brett

Nays: (0) none

Abstentions: (0) none

14.04 BE IT RESOLVED that the following business, financial and operational actions are hereby approved as recommended by the Superintendent:

14.04a+ That the attached list of equipment, which has been determined to be of no educational or operational value based on age and condition, be disposed of in accordance with currently established procedures

Roll Call Vote Full Board

Motion: Mr. Norcross Second: Mr. Kay

Ayes: (7) Mr. Norcross, Mr. Russell, Ms. Knudson, Mr. Warnock, Mr. Kay, Mr. Austin, 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 Field Trips
- | <u>Date</u> | <u>Destination</u> | <u>Grade/Subject</u> |
|--------------|----------------------------------------|----------------------|
| May 1, 2015 | Malaga Restaurant in Hamilton Twp., NJ | Gr. 9-12/Mrs. Salvo |
| May 29, 2015 | Sahara Sam's in Berlin, NJ | Gr. 7-8/Mrs. Trefz |
- 15.01b Student Activities
PTA sponsored assembly, A History of American Pop Music, on May 15, 2015 for 7/8th grade.
- 15.01c Student Fund Raisers
- Student Council (Ms. McClure, Mrs. Birch) to have a Beauty Pageant/Talent Show on May 20, 2015 to raise money for the Summer Leadership Training Camp.
 - Junior Student Council (Mrs. Bostock) to sell Boost Slushies after school from May 1 to June 12, 2015.
 - PHS Marching Band (Mr. Moore, Mrs. VanEmburch):
 - to hold a car wash at Borough Hall on April 12, 2015 (rain dates are April 25 and May 8);
 - to sell Rita's Water Ice discount cards from May 19-June 2 and hold a spirit night for this fundraiser on April 21 or May 19, 2015.
 - Class of 2017 (Ms. Masich) to hold a dress down day on May 15, 2015 to raise money for the Junior/Senior Prom and Senior Class expenses.
- 15.01d Policies/Regulations
- Approve as revised:
 - P 0134 Board Self Evaluation
 - P 0152 Board Officers
 - Procedure 2622 Student Assessment
 - P 3212 Attendance
 - P & R 3218 Substance Abuse
 - P & R 4218 Substance Abuse
 - P & R 5200 Attendance
 - P 5460 High School Graduation
 - P 5465 Early Graduation
 - P 8630 Bus Driver/Bus Aide Responsibility
 - R 8630 Emergency School Bus Procedures
 - First Reading
 - P 4212 Attendance
- 15.01e+ Job Description
D21.1 Data and Instructional Coach

Roll Call Vote Full BoardMotion: Mr. Norcross Second: Mr. Austin

Ayes: (7) Mr. Norcross, Mr. Russell, Ms. Knudson, Mr. Warnock, Mr. Kay, Mr. Austin, 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 28, 2015	Paws Farm	Pre-K/Mrs. Pogoda
June 16, 2015	Ronald McDonald House in Camden, NJ	Gr. 3/Mrs. Adams

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

15.02b Fund Raisers

- PTA (Dawn Guglielmucci, Mrs. Ehret) to sell yearbooks to students at Charles Street School.

Roll Call Vote Palmyra Board

Motion: Mr. Austin Second: Mr. Norcross

Ayes: (5) Mr. Norcross, Mr. Russell, Mr. Kay, Mr. Austin, Ms. Brett

Nays: (0) none

Abstentions: (0) none

16 Public Forum for Additional Topics

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.

16.01 Recognition of members of the Public

- Mr. Rosica rose to speak against the recent change to the District's dress code policy
- Mr. B. Norcross rose to speak against the recent change to the District's dress code policy
- Ms. Vagnoni rose to speak in favor of the recent change to the District's dress code policy
- Ms. Fusco rose to speak on the issue of the dress code with specific concern regarding the dissemination of information on the matter prior to the action of the Board.
- Mr. Wariner rose to speak against the recent change to the District's dress code policy
- Ms. Bell rose to speak against the recent change to the District's dress code policy
- Ms. Peltz rose to speak against the recent change to the District's dress code policy
- Mr. Leys rose to speak against the recent change to the District's dress code policy
- Ms. Brooks rose to speak against the recent change to the District's dress code policy
- Ms. Stackhouse rose to speak in favor of the recent change to the District's dress code policy
- Ms. Beck rose to express support for the districts communication efforts prior to Board action regarding the dress code
- Ms. Jablonski rose and noted that the Palmyra High School Career Fair was being held on the 17th of April. She went on to express support for the districts communication efforts prior to Board action regarding the dress code

16.02 Recognition of members of the Board

- Mr. Norcross suggested that the District might be best served by employing a part time person or perhaps a volunteer who would be responsible for disseminating positive information about the district
- Ms. Brett spoke to a number of the efforts made by the District to disseminate information regarding the dress code. She also noted that "better" communication had been a common theme among the Strategic Planning process participants and that she was confident that one of the strategic planning outcomes would be goals and action plans specific to communication issues.

17 Adjournment

Voice Vote by Full Board

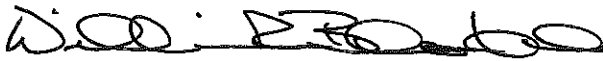
Motion: Mr. Norcross

Second: Mr. Kay

Vote: Unanimous

Time: 8:52 p.m.

Respectfully Submitted,



William R. Blatchley
School Business Administrator/Board Secretary