

**PALMYRA BOARD OF EDUCATION  
MINUTES  
January 10, 2012**

1. Call to order prior to 7:06 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 6, 2012.

2. Moment of Silent Meditation

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  
 Mrs. Susan Kolarovic  
 Mr. Stanley Ozalis  
 Mr. John Quigg  
 Mr. Scott Warnock, Riverton Representative  
 Mr. Rich Wolbert, Beverly Representative  
 Mr. Joshua Gersh, Student Representative

Present: Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Valerie Flournoy, Ms. Vanessa Flournoy,  
 Ms. Holloway, Mr. Ozalis, Mr. Wolbert

Absent: Ms. Kolarovic, Mr. Quigg, Mr. Warnock, Mr. Gersh

5. 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.

Motion: Ms. Valerie Flournoy  
Second: Mr. Austin  
Vote: Unanimous

Moved to closed session (7:09 p.m.)

6. Return to Open Session (7:34 p.m.)

Motion: Ms. Vanessa Flournoy  
Second: Ms. Brett  
Vote: Unanimous

7. Salute to the Flag

Ms. Valerie Flournoy excused herself from the meeting (7:41 p.m.)

8. Superintendent's Report

Superintendent noted:

Programs at Charles Street School

New Year's resolutions

Dr. King celebrations and remembrances

Chinese New Year

Winners of the Red Ribbon Poster Contest

Julia Adams

Riley and Will Joblonski

Marlena Clement

Programs at Palmyra High School

Winter Concert

Interact members volunteer to do community service on Martin Luther King Day

The Superintendent briefly discussed the School Board Leadership meeting. The next Leadership meeting will be held in May 2012.

9. Presentations

- Students of the Month

Palmyra High School

7<sup>th</sup> & 8<sup>th</sup> Grade – Jasmine Sanchez

9<sup>th</sup> & 10<sup>th</sup> Grade – Eric Robinson

11<sup>th</sup> & 12<sup>th</sup> Grade – Holly Skowronski

Most Improved Student – Shane Martin and Deja Mooring

Charles Street School

Daphne Philippoussis

- Mrs. Potor conducted a presentation in reference to the new interactive science program

10. Committee Reports

## Curriculum &amp; Instruction

Ms. Brett reported that the next meeting is scheduled for 25 January 2012.

## Finance &amp; Physical Plant

Mr. Austin provided a report of facility work completed during the prior month.

## Human Resources

Ms. Vanessa Flournoy reported that a meeting was held prior to the board meeting (1/10/12).

## Policy

No future meetings are scheduled at this time. Topics discussed at the most recent meeting are included in the current agenda

## 10. Correspondence

None

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

No member of the public asked to be recognized at this time.

## 12. Routine Business

## A. Entertain a motion to accept the following reports:

- Cafeteria Report – December, 2011
- Enrollment Report – December, 2011
- Health Report – December, 2011
- Staff Attendance Report – December, 2011
- Violence, Vandalism & Substance Abuse Report – December, 2011
- District HIB Report – January, 2012

Motion: Ms. Brett

Second: Mr. Austin

Vote: Unanimous

## B. Entertain a motion to accept the following minutes:

- Regular Business Meeting of December 13, 2011

Motion: Ms. Vanessa Flournoy

Second: Mr. Austin

Vote: Unanimous

## 13. Old Business

## 14. Discussion Item

## 15. 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.

### 15.01 Personnel

#### Full A. Professional Development/Travel

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

<u>Name</u>	<u>Workshop/Travel and Date(s)</u>	<u>Location/Mileage from Palmyra</u>
Laura Masich	NASC (NJ) on 12-12-11	Monmouth, NJ
Alison Loeb & Stacy Pogoda	iPad Training on 1-5-12	BCSSSD/est. 15 mi.
Eric Mehler	Algebra I the SMART Way on 1/10/12	New Brunswick, NJ
Samantha Crean & Jeanne Barber	BC Crisis Response Training on 1-11-12	Westampton, NJ
Kimberly Pratt	Regulations Regarding Evaluations & Re-Evaluations on 1-11-12	Westampton, NJ
David Lindenmuth	Techspo on 1-27-12	Atlantic City/est. 60 mi.
David Ritchie & Rob Reimer	Techspo on 1-27 and 1-28-12; iOS/iPad Management in Education on 2-2-12	Atlantic City/est. 60 mi.; Mullica Hill, NJ
Robert Pupchik	Katzenbach School for the Deaf on 1/23/12; Summit School for the Deaf on 1/30/12	Ewing, NJ/est. 32 mi. Summit, NJ/est. 84 mi.
Chris Tracey & Jennifer Van Zandt	Uncovering Shakespeare on 1-30-12	Glassboro, NJ/est. 24.3 mi.
Mark Pease, Elisa DiLolle, Jeanne Barber	Implementing the Common Core Standards "Blueprint for Administrators" on 2-2, 2-15, and 3-2-12	FEA Conference Center/ est. 49 mi.
MaryAnn Middleton	Common Mental Health Disorders of Childhood & Adolescence on 2-7-12	Vineland, NJ

#### Full B. Substitutes

- BE IT RESOLVED that the following personnel are hereby approved as substitutes in the Palmyra School District for the 2011/2012 school year pending completion of all required paperwork and approval by the Burlington County Office of Education.

<u>Name</u>	<u>Position</u>	<u>Rate of Pay</u>
Christopher Cannon	Teacher Assistant	\$7.25/hr.
Laura Brown	Teacher	\$70/day
Danielle Rose	Teacher	\$70/day
Autumn Cotton	Teacher	\$80/day

- \*2. BE IT RESOLVED that the Source4Teachers substitutes are hereby approved for the 2011/2012 school year pending completion of all required paperwork and approval by the Burlington County Office of Education.

Full C. Extracurricular Activities

1. BE IT RESOLVED that the appointment of Mr. Scott Van Sciver as In-School Behavior Program Teacher is hereby rescinded (10-11-11).
2. BE IT RESOLVED that the extracurricular appointments for the 2011/2012 school year at Palmyra High School are hereby approved as follows:

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Nicholas P. Ahrens	In-School Behavior Program	\$70/day
Katie Salvo	Spanish Honor Society	\$432
Laura Masich	Student Council Advisor	\$3,166

3. BE IT RESOLVED that the resignation of Mrs. Bonnie Higgins as an advisor for Perfection Plus Tutoring is hereby accepted effective January 16, 2012.

Full D. Leave of Absence

BE IT RESOLVED that approval is hereby granted for Mr. Jeff Moore to take paid family leave from February 13-17, 2012 and February 27-March 2, 2012.

E. Practicum/Internship

- Full 1. BE IT RESOLVED that approval is hereby granted to accept Lara Seigel, a student at Rowan University, for a guidance counselor practicum for the spring semester (January 17 – May 4, 2012).

Motion: Ms. Vanessa Flournoy

Second: Mr. Austin

Ayes: (7) Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Vanessa Flournoy, Ms. Holloway, Mr. Ozalis, Mr. Wolbert

Nays: (0) none

Abstentions: (0) none

- Pal. 2. BE IT RESOLVED that approval is hereby granted for Ms. Jeanne Barber to serve as a field mentor for Ms. Joni Geiser in the area of school administration.

Pal. F. Appointment

BE IT RESOLVED that Ms. Lorraine Christy is hereby approved as a 1:1 teacher assistant for the 2011/2012 school year at a salary of \$6,637.50 (\$13,275.00 pro-rated) effective January 16, 2012.

Pal. G. Volunteer

BE IT RESOLVED that Dr. Mary DeJoseph is hereby approved as a volunteer at Charles Street School for the 2011/2012 school year.

**15.02 Student Personnel Services**

A. Student Placements

- Pal. 1. BE IT RESOLVED that approval is hereby granted for one part time student and one full time student (both out of district) to attend our Auditory Impaired Preschool Class at a tuition rate of \$20,160 pro-rated, effective December 12, 2011.

Motion: Ms. Vanessa Flournoy

Second: Mr. Austin

Ayes: (6) Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Vanessa Flournoy, Ms. Holloway, Mr. Ozalis,

Nays: (0) none

Abstentions: (0) none

- Full 2. BE IT RESOLVED that approval is hereby granted for a 10<sup>th</sup> grade student from Palmyra who attends BCSSSD, to have a 1:1 teacher assistant at a salary of \$33,500 pro-rated to the number of days the student actually attends, effective September 6, 2011.

Motion: Ms. Vanessa Flournoy

Second: Mr. Austin

Ayes: (7) Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Vanessa Flournoy, Ms. Holloway, Mr. Ozalis, Mr. Wolbert

Nays: (0) none

Abstentions: (0) none

#### B. Student Activities

- Pal. 1. BE IT RESOLVED that approval is hereby granted for Miss New Jersey to visit the 6<sup>th</sup> grade classes at Charles Street School on February 23, 2012.

Motion: Ms. Holloway

Second: Ms. Vanessa Flournoy

Ayes: (6) Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Vanessa Flournoy, Ms. Holloway, Mr. Ozalis,

Nays: (0) none

Abstentions: (0) none

- Full 2. BE IT RESOLVED that approval is hereby granted for Drew Lincoln of the US Army to visit History classes during the 2<sup>nd</sup> and 3<sup>rd</sup> marking periods to talk to students.

- Full 3. BE IT RESOLVED that approval is hereby granted for Ms. Olivia White, a junior at PHS, to participate in a VHS program entitled, "Kindergarten Apprentice Teacher," in which Olivia will be required to travel to Charles Street School one day a week for six weeks to observe a kindergarten class, discuss her findings on line with her VHS class and teach a lesson, along with observing a pre-k and 1<sup>st</sup> grade class.

- Full 4. BE IT RESOLVED that the following student activities are hereby approved for the 2011/2012 school year:
- Palmyra Band Parents – Terry Sardos  
January 26, 2012 from 5:00 – 8:00 p.m.  
"Pat's Night" (A portion of the proceeds from Pat's sales that evening will be donated to the Palmyra Band Program.)

- Full C. Course Description Booklet for 2012-2013  
BE IT RESOLVED that the Course Description Booklet for the 2012/2013 school year is hereby approved.

Ms. Brett commented on the ASK Prep listing in the course description book. The Superintendent noted that required corrections would be addressed.

- Full D. Educational Field Trips  
BE IT RESOLVED that the following field trips are hereby approved:
- | <u>Date</u>   | <u>Destination</u>                              | <u>Grade/Subject</u>  |
|---------------|---|-----------------------|
| Feb. 14, 2012 | Consumer Bowl<br>(destination to be determined) | Gr. 9-12/Mr. Dyl      |
| March 9, 2012 | New York German Cultural<br>Center (8 a.m.)     | Gr. 8-12/Ms. Feinleib |

- Full \*E. Independent Study for Special Education Students  
BE IT RESOLVED that approval is hereby granted to approve the Music Appreciation Independent Study for high school special education students.

### 15.03 \*Policies

- Full A. BE IT RESOLVED that the following policies are hereby approved as revised:
- |                          |       |
|--------------------------|-------|
| Recording Board Meetings | #0168 |
| Emergency Contacts       | #6424 |
| School Nutrition         | #8505 |

- Full B. BE IT RESOLVED that the following new policies/regulations are hereby given a first reading:
- |                           |                               |
|---------------------------|-------------------------------|
| Dating Violence at School | #5519 (policy and regulation) |
| Tuition Assistance        | #6472                         |

Motion: Ms. Vanessa Flournoy

Second: Mr. Ozalis

Ayes: (7) Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Vanessa Flournoy, Ms. Holloway, Mr. Ozalis, Mr. Wolbert

Nays: (0) none

Abstentions: (0) none

### 15.04 Finance

- Full A. Certification  
Pursuant to NJAC 6:20-2.13(e), we certify that as of November 30, 2011, 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. Austin

Ayes: (7) Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Vanessa Flourney, Ms. Holloway, Mr. Ozalis,  
Mr. Wolbert

Nays: (0) none

Abstentions: (0) none

Full \*B. Bill Lists

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

- Bill List for January, 2012 \$297,565.40
- Hand Checks for December, 2011 \$1,189,244.46

Full \*C. Secretary's Report

BE IT RESOLVED that the Secretary's Report for November, 2011 is hereby approved.

Full \*D. Treasurer's Report

BE IT RESOLVED that the Treasurer's Report for November, 2011 is hereby approved.

Full \*E. Transfer

BE IT RESOLVED that approval is hereby granted to transfer \$9900.00 in Student Activity funds in accordance with District Policy 6660 which states that, "*Any funds accumulated in an individual student activity account that are unexpended or unallocated for use after the student activity is no longer active, discontinuance of the activity or a class has graduated shall revert to the school's class accounts in an equal proportion,*" as follows:

From:

Class of 2011 - \$588.86

Various discontinued clubs, activities and prior classes - \$9311.14

To:

Class of 2012 - \$2475.00

Class of 2012 - \$2475.00 corrected to Class of 2013

Class of 2013 - \$2475.00 corrected to Class of 2014

Class of 2014 - \$2475.00 corrected to Class of 2015

Motion: Mr. Ozalis

Second: Mr. Austin

Ayes: (7) Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Vanessa Flourney, Ms. Holloway, Mr. Ozalis,  
Mr. Wolbert

Nays: (0) none

Abstentions: (0) none

Ms. Valerie Flourney returned to the meeting at this time (8:21 p.m.)

## 16. Fire Drills

Charles Street School

12/6/11

1 minute, 53 seconds

Tier I Drill	12/14/11	2 minutes, 22 seconds
Delaware Avenue School	12/14/11	43 seconds
Administrative Crisis Scenario followed by a debriefing and discussion.	12/23/11	
Palmyra High School	12/15/11	1 minute, 45 seconds
Tier I Drill	12/21/11	6 minutes

Motion: Ms. Valerie Flournoy

Second: Mr. Ozalis

Vote: Unanimous

17. 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.

Ms. Beck, speaking on behalf of the PTA noted the following:

- Charles Street Mitten Tree
- PTA manning a snack bar at Soccer Club activities taking place at Charles Street School
- Spirit Night planned for 1/19/12
- Meet the Candidates Night scheduled for 3/29/12, 7:00 p.m. at Delaware Avenue School
- PTA Convention dates- 3/23/12 and 3/24/12

Ms. Beck requested clarification regarding the possibility of charges being levied for PTA use of school facilities. The Superintendent responded that there were no plans to charge the PTA for use of the facilities, however there may be instances where the Board would need to recover its costs (labor) to open the buildings and support the activity.

Ms. Beck invited the Superintendent and Business Administrator to make a budget presentation to the PTA membership at the regularly scheduled meeting of 3/5/12 or 4/2/12.

Ms. Beck, speaking on behalf of herself, expressed her support for the inclusion of the SAC position in the 2012-2013 budget.

Ms. Jablonski expressed her pleasure with the opportunities the Board has provided the community in regard to the use of school facilities.

Ms. Jablonski requested that school lunch menus be posted prior to the first day of the month.

Board of Education Member Comments:

Ms. Brett commented on the passage of legislation allowing Boards of Education to move school elections from April to November.

18. 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**

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.

Motion: Mr. Ozalis  
Second: Ms. Brett  
Vote: Unanimous

Moved to closed session (8:31 p.m.)

19. Return to Open Session (9:04 p.m.)

Motion: Ms. Brett  
Second: Ms. Holloway  
Vote: Unanimous

20. BE IT RESOLVED that approval is hereby granted to adjust the salary of Kathie Petrucelli to \$29,620 (pro-rated) effective January 1, 2012.

Motion: Mr. Ozalis  
Second: Mr. Austin  
Ayes: (8) Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Vanessa Flournoy, Ms. Valerie Flournoy, Ms. Holloway, Mr. Ozalis, Mr. Wolbert  
Nays: (0) none  
Abstentions: (0) none

21. Meeting adjourned.

Motion: Ms. Brett  
Second: Ms. Vanessa Flournoy  
Vote: Unanimous

Respectfully submitted,



William R. Blatchley  
School Business Administrator/Board Secretary