

Riverton Public School

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Mary Ellen Eck, Superintendent

**RIVERTON BOARD OF EDUCATION
A G E N D A
MAY 23, 2017**

1. Flag Salute – President

2. Call meeting to order – roll call

“On January 4, 2017, notice of this meeting was mailed to Burlington County Times, and the Courier Post. Notice of this meeting was posted on the front door of the school, the Post Office, the Beneficial Bank, and filed with the Municipal Clerk. I direct the Secretary to enter this public announcement into the minutes.”

3. I motion for the Board to approve adjourning to the presentations and reception.

M _____ S _____

4. I motion for the Board to approve reconvening to Public Session.

M _____ S _____

5. Acceptance of Secretary’s Minutes Public Budget Hearing and the regular meeting (Public and Executive) on April 25, 2017.

M _____ S _____

6. Correspondence

7. Administration Report

8. Recognition of citizens for discussion of Agenda items

9. PTO

10. Committee Reports:

- a. Personnel – Mr. Sencindiver
- b. Curriculum – Mr. Warnock
- c. Building & Grounds – Mr. DiLeo
- d. Finance – Mr. DiLeo
- e. Policy – Mrs. Corbi
- f. Community Relations – Mrs. Corbi, Mrs. Mack, Mrs. McGinnis
- g. Legislation – Mr. Croft, Mr. Elliot
- h. Palmyra Board Representative – Mr. Elliot

11. Old Business

12. New Business:

Action Items:

Based on the recommendation of the Superintendent:

- 1) I motion for the Board to approve the appointment of Mary Ellen Eck, Superintendent, for the 2017-18 school year as listed a-d:
- a. Authorized representative for all state and federal funds
 - b. Title IX Officer
 - c. Assistant Board of Education Secretary
 - d. Custodian of Records for Student and Personnel Records

M_____ S_____

Roll Call Vote

- 2) I motion for the Board to approve the appointment of Michael Palladino for the 2017-18 school year as listed a-c:
- a. Integrated Pest Management Coordinator
 - b. Asbestos/AHERA/PEOSA Coordinator
 - c. Indoor Air Quality Designee

M_____ S_____

- 3) I motion for the Board to approve the appointment of Dr. Rupert Hartmann as the school physician for the 2017-18 school year, at a fee of \$500.00 and a fee schedule of \$40.00 per for necessary exams.

M_____ S_____

- 4) I motion for the Board to approve the appointment of Dr. Lorna Sullivan for the 2017-18 school year as listed a-e:
- a. Anti-Bullying Coordinator
 - b. Educational Stability Specialist
 - c. School Safety Team Leader
 - d. Substance Awareness Coordinator
 - e. Section 504 Officer

M_____ S_____

- 5) I motion for the Board to approve the following appointments for the 2017-18 school year as listed a-b:
- a. Anti-Bullying Specialist (school level) – Mrs. Lisa Rosenberg & Mrs. Jaclyn Sutter;
 - b. Homeless Liaison – Dr. Lorna Sullivan & Mrs. Lisa Rosenberg.

M_____ S_____

- 6) I motion for the Board to approve the appointment of Thomas Egan as Treasurer of School Monies for the 2017-18 school year.

M_____ S_____

- 7) I motion for the Board to approve the request to allow the Superintendent to fill any vacant position for the 2017-18 school year with a qualified candidate who holds, if position warrants, appropriate N.J. Certification and whose references are suitable prior to the next regular scheduled Board of Education meeting. The Board will take action to approve/confirm the recommended candidate at their next regular scheduled meeting.

M_____ S_____

- 8) I motion for the Board to approve the establishment of a Petty Cash Fund of \$200.00 for the 2017-18 school year to be administered according to the Board of Education policy #3451.

M_____ S_____

- 9) I motion for the Board to approve the contract with Bayada Nurses to provide substitute nursing services on an as needed basis for the 2017-18 school year at a rate of \$55.00 per hour.

M _____ S _____

- 10) I motion for the Board to approve terminating the agreement with 403(B) investment provider, Metropolitan Life Insurance Company effective June 30, 2017.

M _____ S _____

- 11) I motion for the Board to approve procurement of Goods and Services from the following list of approved State Contract Vendors for the 2017-18 school year as listed a-n:

<u>Vendor</u>	<u>Contract #</u>	<u>State Contract</u>
a. Dell Marketing	88796,89850	Computers
b. Demco	80987	Library Supplies
c. Cream O Land	84099	Milk
d. Fisher Scientific	80978	Science Supplies
e. General Recreation	TBD	Playground Equipment
f. Lakeshore Learning Materials	80991	School Supplies
g. Lightspeed Technologies	80998	Audio Systems
h. Pitney Bowes	75237	Mailroom Equipment
i. Ricoh USA	82709	Copiers
j. School Specialty	80986	School Supplies
k. Steps to Literacy	80980	School Supplies
l. Tandus Flooring	81755	Carpet
m. WB Mason	80975, 88839	School Supplies
n. Verizon Wireless	82583	Cell Phone

M _____ S _____

- 12) I motion for the Board to approve new Science instructional materials including textbooks for the 2017-18 school year as listed a-b:

- a. Interactive Science (Pearson Education © 2016)
- b. Dimensions Science (Houghton Mifflin Harcourt © 2018)

M _____ S _____

- 13) I motion for the Board to approve the current textbooks and instructional materials for the 2017-18 school year as listed a-h:

- a. **Health**-The Great Body Shop, The Children’s Health Market, PO Box 7294 Wilton, CT. 06897;
- b. **Language Arts Literacy** -Literature listed (Shared & Guided Reading)and protocols used in curriculum, Foundations, (K-3);
- c. **Mathematics** – Grade 6-8 - Big Ideas, (Harcourt Houghton Mifflin) Grades 1-5 - Go Math, (Harcourt Houghton Mifflin) Grade K - EnVision Program, (Pearson);
- d. **Music** - Silver Burdett Ginn (2000);
- e. **Science** - Interactive Science (Pearson Education © 2016), Dimensions Science (Houghton Mifflin Harcourt © 2018);
- f. **Social Studies** - My World, K-6 Pearson, (2013) (New), 7 Glencoe (2010), 8 Holt (2003);
- g. **World Language** -Descubre el espanol (Santillana Publishing), Voces, e-textbooks (2013);Introductory Spanish, (Teacher’s Discovery), Avancemos! (Houghton Mifflin Harcourt);
- h. **Learning.com**, Easy Tech Assessment.

M _____ S _____

Roll Call.

- 14) I motion for the Board to approve the annual review of the 2016-2019 Technology Plan as it was submitted to the New Jersey Department.

M_____ S_____

- 15) I motion for the Board to approve the adoption of the following for the 2017-18 school year as listed a-d:

a. Curriculum aligned to the New Jersey Student Learning Standards approved in 2014 and in Language Arts and Math in 2016:

- 1) 21st Century Life and Careers – Document aligning to Social Studies & Language Arts Literacy;
- 2) Comprehensive Health & Physical Education(K-8);
- 3) Information Literacy (K-8);
- 4) Language Arts Literacy (K-8);
- 5) Mathematics (K-8);
- 6) Music K-8 (Visual & Performing Arts);
- 7) Pre-school Curriculum (and Creative Curriculum);
- 8) Science (K-8) – (Will be revised summer, 2016);
- 9) Social Studies (Pre-school – Grade 8);
- 10) Technology (Pre-school – Grade 8);
- 11) Fine Arts K-8 (Visual and Performing Arts);
- 12) World Language (Spanish K-8).

b. Specialized Programs as listed 1-4:

1. Guidance and Counseling Plan
2. Gifted & Talented
3. Character Education
4. Adopt-A-Cop

c. Student Code of Conduct;

d. Intervention and Referral Manual and Training and committee members as named by the Superintendent;

M_____ S_____

- 16) I motion for the Board to approve the School/District Professional Development Plan for the 2017-18 school year as prepared by the teachers from the School Improvement and District Evaluation Advisory Committees.

M_____ S_____

- 17) I motion for the Board to approve the review of the Chief School Administrator Professional Development Plan concluding in the 2016-17 school year (2012-2017).

M_____ S_____

- 18) I motion for the Board to approve the Riverton School District Mentoring Plan as submitted by the Superintendent and the Statement of Assurances signed by the Superintendent.

M_____ S_____

- 19) I motion for the Board to approve participation in the Burlington County Professional Development Institute (BCPDI) for the 2017-18 school year at a cost of \$1.35 per student.

M_____ S_____

20) I motion for the Board to approve participation in Burlington County Crisis Team at a fee of \$650 for the 2017-18 school year.

M_____ S_____

21) I motion for the Board to approve the English Language Services Three-Year Plan and Statement of Assurances for the school years 2017-20.

M_____ S_____

22) I motion for the Board to approve the contract with Websites Made EZ (John Miller) to provide technical support for the 2017-18 school year at an annual cost of \$14,196 (no increase).

M_____ S_____

23) I motion for the Board to approve the following class trip as listed a-b:

- a. First grade to Adventure Aquarium, Camden, N.J. to observe different types of sea creatures in their habitat, and learn about their eating habits;
- b. Fourth grade to “Make a Splash” Water Festival to participate in a variety of water related theme learning stations.

M_____ S_____

24) I motion for the Board to approve the following workshop/professional day request as listed a-b:

- a. Dr. Lorna Sullivan to attend a workshop, “Title 1 and ESSA” on May 26, 2017, 8:30 – 11:45 P.M. at the Burlington County Special Services, Westampton, N.J. at a cost to the Board for mileage;
- b. Dr. Lorna Sullivan to attend a workshop, “Educator Effectiveness” on July 27, 2017, 9:00 A.M. – 12:30 P.M. at the Glen Landing Middle School, Blackwood, N.J. at a cost to the Board for mileage.

M_____ S_____

25) I motion for the Board to approve the revised job description for second reading & adoption as listed a:

- a. #56 Music Advisor

M_____ S_____

26) I motion for the Board to abolish the following job description a listed a:

- a. #54 Tech Team/Web Master

M_____ S_____

27) I motion for the Board to approve for second reading & adoption revised curriculum as listed a-b:

- a. Language Arts Literacy
- b. Math

M_____ S_____

28) I motion for the Board to approve the following policy for first reading as listed a:

- a. Policy - #3542 School Food Service Program

M_____ S_____

29) I motion for the Board to approve those individuals on the list on file in the Main Office as volunteers/chaperones for the 2016-17 school year.

M_____ S_____

30) I motion for the Board to approve the following teachers to complete curriculum development at the rate of \$40.40/hr. as assigned by the Superintendent listed a-s:

- | | |
|----------------------|----------------------|
| a. Rose Allen | k. Dawn Locantore |
| b. Susan Blackwell | l. Danielle Milburn |
| c. Shannon Cahill | m. Katherine Pacione |
| d. Melissa Creagh | n. Karen Park |
| e. Jennifer Douglass | o. Kristin Park |
| f. Christine Durante | p. Amy Penwell |
| g. Lindsay Eckhardt | q. Amy Pfeiffer |
| h. Alyson Flanagan | r. Lena Sutcliffe |
| i. Donna Johnson | s. Doreen Walter |
| j. Nancy Knoll | |

M_____ S_____

31) I motion for the Board to approve those individuals on the list on file in the Main Office to transport students in their personal vehicle for the 2016-17 school year.

M_____ S_____

32) I motion for the Board to approve the following applications for facilities use as listed a:

- a. Riverton Historical Society to use the school gym and bathrooms for the Historic Century and Community Bicycle Event on Saturday, June 10, 2017 from 11:30 A.M. until 3:00 P.M. Responsible person: Iris Gaughan.

M_____ S_____

33) I motion for the Board to approve the Fire & Security Drill Report for the month of May 2017, as submitted by the Superintendent.

M_____ S_____

34) I motion for the Board to approve those individuals on the list on file in the Main Office from the Sub Calling Service as certified substitutes for the 2016-17 school year.

M_____ S_____

35) I motion for the Board to approve Concord Engineering to provide professional services for the MultiZone Unit Replacement Project at a cost not to exceed \$45,000.

M_____ S_____

36) I motion for the Board to approve TBS Services to provide professional services for the Roof Replacement Project at a cost of \$21,000.

M_____ S_____

37) I motion for the Board to approve the Special Payrolls for hourly, per diem, and substitute employees for April 2017.

M _____ S _____

38) I motion for the Board to approve the Board Secretary's and Treasurer's Reports for April 2017, in balance.

M _____ S _____

39) I motion for the Board to approve the resolution to certify the monthly financial report and status as required by law.

M _____ S _____
Roll call.

40) I motion for the Board to approve the payment of bills for May 24, 2017, in the amount of \$324,930.25.

M _____ S _____

41) I motion for the Board to approve the transfers, as listed, in the amount of \$10,746.00 for April, 2017.

M _____ S _____

13. I motion for the Board to approve the resolution to move to Executive Session for the purpose of hiring staff.

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting; and

WHEREAS, the Riverton 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 Riverton Board of Education will reconvene following the end of the closed session, approximately _____ p.m. this evening.

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

____ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public (Provision relied upon: _____);

____ Any matter in which the release of information would impair a right to receive funds from the federal government;

____ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: _____)

____ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

____ Any investigations of violations or possible violations of the law;

____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is entitled: _____) (If contract negotiation, the nature of the contract and interested party is _____)

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 at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing, 124 N.J. 478, the employee(s) and nature of discussion is _____);

____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.

BE IT FURTHER RESOLVED that the Riverton Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Riverton Board of Education Attorney advises the Riverton Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Riverton Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

M _____ S _____

14. I motion for the Board to approve reconvening to Public Session.

Action taken as a result of discussion during Executive Session.

15. Discussion Items

16. Information Items – School Board Candidate Packets, Board Self Evaluation, Superintendent Evaluation

17. Recognition of Citizens

18. The Board approves the meeting to be adjourned.

M _____ S _____

Our Riverton Board of Education Meeting Fact Sheet is posted in our Media Center, on our web page at www.riverton.k12.nj.us or you may obtain a copy from the office of the Board Secretary.

MEE:mmf 5-18-17