

RIVERTON BOARD OF EDUCATION
MINUTES OF MAY 23, 2017
REGULAR MEETING

The regular meeting of the Riverton Board of Education was called to order by Mr. Warnock at 7:02 p.m. in the Media Center at the school.

Mr. Warnock led the salute to the flag, and read the following statement:

“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.”

The following were present:

Mrs. Corbi	Mr. Sencindiver
Mr. DiLeo	Mr. Croft, President (N.A.)
Mr. Elliott	Mr. Warnock, Vice President
Mrs. Mack (7:06)	Mrs. Mary Ellen Eck, Superintendent
Mrs. McGinnis	Mrs. Donna Gidjunis, School Board Secretary
Mr. Papenberg	

PUBLIC SESSION:

Mr. Warnock asked for a motion to adjourn to the presentations and reception.

Upon a motion made by Mrs. Corbi and seconded by Mr. Elliot, the Board adjourned to the presentations and reception at 7:03 p.m.

Those honored at the reception were as follows:

- Erica Johnston - outgoing PTO President
- Judy Jacobsen – 50 years of service
- Sue Blackwell – 30 years of service
- Wade McDaniels, Donna Gidjunis, Chris Rago, Leslie Scaramazza – retirement
- Aly Flanagan – Teacher of the Year

Motion made by Mrs. Corbi and seconded by Mrs. McGinnis, to reconvene the regular meeting at 7:57 p. m.

Motion carried, all members voting aye.

Motion made by Mr. DiLeo, and seconded by Mrs. Corbi to accept the Secretary’s Minutes Public Budget Hearing and the regular meeting (Public & Executive) on April 25, 2017.

CORRESPONDENCE: Mr. Warnock read a note from Mrs. Rago thanking the Board for supporting the Night of the Arts.

ADMINISTRATION REPORT:

Mrs. Eck spoke about the following items:

- New Science Materials Selection Process
- Globe – Creek Visit – 7th & 8th Grades
- Helmet Project with Chief Shaw
- SEEK Mission Trip
- Professional Development Plan
- Mentor Plan
- English Language Learners Plan
- CSA Personal Plan for Development

RECOGNITION OF CITIZENS FOR DISCUSSION OF AGENDA ITEMS: None

PTO: None

COMMITTEE REPORTS:

- a. **Personnel** – No report.
- b. **Curriculum** – No report.
- c. **Building & Grounds** – No report.
- d. **Finance** – Mr. DiLeo reviewed the bills and found all to be in order.
- e. **Policy** – No report.
- f. **Community Relations** – No report.
- g. **Legislation** – No report.
- h. **Palmyra Board Representative** – Mr. Elliot reported on:
 - Students Honored
 - Institute on Social Advocacy Roundtable Discussion

OLD BUSINESS: None

NEW BUSINESS:

Based on the recommendation of the Superintendent Mrs. McGinnis made the following motion:

- 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

Seconded by Mr. Papenberg. A roll call was taken with all members voting aye. Motion carried.

Mrs. Corbi made the following motions:

- 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

Seconded by Mr. DiLeo, motion carried, all members voting aye.

- 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.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

Mr. DiLeo made the following motion:

- 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

Seconded by Mrs. Corbi, motion carried, all members voting aye.

Mrs. McGinnis made the following motion:

-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.

Seconded by Mr. DiLeo, motion carried, all members voting aye.

Mr. DiLeo made the following motion:

-to approve the appointment of Thomas Egan as Treasurer of School Monies for the 2017-18 school year.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

Mr. Papenberg made the following motion:

-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 NJ 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.

Seconded by Mr. Elliot, motion carried, all members voting aye.

Mrs. Corbi made the following motion:

-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.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

Mr. Elliot made the following motion:

- 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.

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Seconded by Mrs. McGinnis, motion carried, all members voting aye.

Mrs. Corbi made the following motions:

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

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

-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	90980	School Supplies
l.	Tandus Flooring	81755	Carpet
m.	WB Mason	80975, 88839	School Supplies
n.	Verizon Wireless	82583	Cell Phone

Seconded by Mr. DiLeo, motion carried, all members voting aye.

-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 Mifflinn Harcourt);
- h. **Learning.com**, Easy Tech Assessment.

Seconded by Mr. Elliot. A roll call was taken with all members voting aye. Motion carried.

Mrs. McGinnis made the following motion:

-to approve the annual review of the 2016-2019 Technology Plan as it was submitted to the New Jersey Department of Education.

Seconded by Mr. DiLeo, motion carried, all members voting aye.

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Mrs. Corbi made the following motion:

-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;

Seconded by Mr. DiLeo, motion carried, all members voting aye.

Mr. DiLeo made the following motion:

- 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.

Seconded by Mr. Elliot, motion carried, all members voting aye.

Mr. Elliot made the following motion:

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

Seconded by Mr. Papenberg, motion carried, all members voting aye.

Mr. Papenberg made the following motion:

-to approve the Riverton School District Mentoring Plan as submitted by the Superintendent and the Statement of Assurances signed by the Superintendent.

Seconded by Mrs. Corbi, motion carried, all members voting aye.

Mrs. Corbi made the following motions:

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

Seconded by Mr. Papenberg. Mrs. McGinnis asked for an explanation and Mrs. Eck explained that this is shared professional development. Motion carried, all members voting aye.

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

Seconded by Mr. Papenberg, motion carried, all members voting aye.

Mr. DiLeo made the following motions:

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

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

-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).

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

Mr. Elliot made the following motion:

-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.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

Mrs. Corbi made the following motions:

-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.

Seconded by Mr. Elliot, motion carried, all members voting aye.

-to approve the revised job description for second reading & adoption as listed a:

- a. #56 Music Advisor

Seconded by Mr. Elliot, motion carried, all members voting aye.

Mr. DiLeo made the following motion:

-to abolish the following job description as listed a:

- a. #54 Tech Team/Web Master

Seconded by Mrs. McGinnis. Mrs. Eck explained that the job description was outdated. Motion carried, all members voting aye.

Mr. Papenberg made the following motion:

-to approve for second reading & adoption revised curriculum as listed a-b:

- a. Language Arts Literacy
- b. Math

Seconded by Mr. DiLeo, motion carried, all members voting aye.

Mrs. Corbi made the following motion:

-to approve the following policy for first reading as listed a:

- a. Policy - #3542 School Food Service Program

Seconded by Mr. DiLeo, motion carried, all members voting aye.

Mr. Elliot made the following motion:

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

Seconded by Mr. Papenberg, motion carried, all members voting aye.

Mr. DiLeo made the following motion:

-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 | |

Seconded by Mr. Papenberg, motion carried, all members voting aye.

Mrs. McGinnis made the following motions:

-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.

Seconded by Mr. Elliot, motion carried, all members voting aye.

-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.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

Mr. Elliot made the following motion:

-to approve the Fire & Security Drill Report for the month of May 2017, as submitted by the Superintendent.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

Mr. Papenberg made the following motion:

-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.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

Mrs. Corbi made the following motion:

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

Seconded by Mr. DiLeo, motion carried, all members voting aye.

Mr. Elliot made the following motion:

-to approve TBS Services to provide professional services for the Roof Replacement Project at a cost of \$21,000.

Seconded by Mr. Sencindiver, motion carried, all members voting aye.

Mr. DiLeo made the following motions:

-to approve the Special Payrolls for hourly, per diem, and substitute employees for April 2017.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

-to approve the Board Secretary's and Treasurer's Reports for April 2017, in balance.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

-to approve the following resolution

Pursuant to NJAC 6A:23A-16.10(c) 4, we certify that as of April 30, 2017, after review of the secretary's monthly financial report, and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been overextended in violation of NJAC 6A:23A-16.10(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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Seconded by Mr. Papenberg. A roll call was taken with all members voting aye. Motion carried.

-to approve the payment of bills for May 24, 2017, in the amount of \$324,930.25.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

Mr. Sencindiver made the following motion:


-to approve the transfers, as listed, in the amount of \$10,746.00 for April, 2017.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

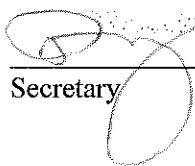
EXECUTIVE SESSION

RESOLVED, that pursuant to Section 8 of the Open Public Meeting Act, the Public shall be excluded from the portion of the meeting involving the discussion of hiring staff.

FURTHER, that any action taken shall be disclosed following the executive meeting.



 President



 Secretary

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.

Upon a motion made by Mrs. McGinnis, seconded by Mr. DiLeo, the Board adjourned to Executive Session at 8:17 p.m. for the purpose of discussing the hiring of staff.

PUBLIC SESSION:

Upon a motion made by Mrs. McGinnis, seconded by Mrs. Corbi, the Board reconvened to open Public Session at 8:37 p.m. Motion carried, all members voting aye.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION:

Based on the recommendation of the Superintendent, Mr. DiLeo made the following motions:

-to approve Ms. Anne Jancsar as an Art Teacher at 80% at the annual salary of \$43,844 (Step 1 +BA+30) for the 2017-18 school year.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

-to approve Mr. Jonathan Yates as Assistant Business Administrator/Board Secretary at the annual salary of \$72,000 (prorated) effective June 26 – July 31, 2017.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

Mrs. Corbi made the following motion:

-to approve the revised Staffing Pattern (copy in Board Folder/Scan) for the 2017-18 school year as presented by the Superintendent.

Seconded by Mrs. McGinnis. A roll call was taken with all members voting aye. Motion carried.

Mr. Elliot made the following motion:

-to approve Michele DiMarino as a part-time school nurse (40%) for the 2017-18 school year at the prorated salary of \$ 22,162 (40% of Step 3).

Seconded by Mr. DiLeo, motion carried, all members voting aye.

DISCUSSION ITEMS: None

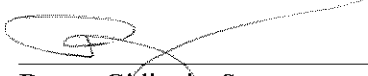
INFORMATION ITEMS: Mrs. Gidjunis informed the members that School Board Candidate Packets were available and reminded them to complete the Board Self Evaluation and Superintendent Evaluation.

RECOGNITION OF CITIZENS: None

ADJOURNMENT:


Hearing no further business, Mr. Warnock called for a motion to adjourn at 8:41 p.m.

Upon a motion made by Mr. DiLeo, seconded by Mrs. McGinnis, the Board moved for the meeting to be adjourned. Motion carried, all members present voting aye.

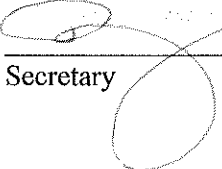


Donna Gidjunis, Secretary
Riverton Board of Education

APPROVED UPON MOTION OF THE BOARD



President



Secretary