

RIVERTON BOARD OF EDUCATION
MINUTES OF OCTOBER 24, 2017
REGULAR MEETING

The regular meeting of the Riverton Board of Education was called to order by Mr. Croft at 7:01 p.m. in the Media Center at the school.

Mr. Croft 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 (A)
Mr. DiLeo	Mr. Croft, President
Mr. Elliot (7:03)	Mr. Warnock, Vice President
Mrs. Mack (7:07)	Mrs. Mary Ellen Eck, Superintendent
Mrs. McGinnis	Mr. Jonathan Yates, School Board Secretary
Mr. Papenberg	

PUBLIC HEARING:

Mr. Croft opened the meeting to a Public Hearing on School Violence/Vandalism and Harassment, Intimidation and Bullying at 7:01 p.m.

Mrs. Eck listed all activities completed and planned for this month and she summarized and gave an update on the Violence/Vandalism and HIB reports.

Upon hearing no questions from the public, Mr. Croft closed the Public Hearing on School Violence/Vandalism and Harassment, Intimidation and Bullying at 7:05 p.m.

PUBLIC SESSION:

Motion made by Mr. Warnock, and seconded by Mr. Papenberg to accept the Secretary’s Minutes (Public and Executive) for the regular meeting on September 26, 2017.

Motion carried, all members voting aye.

CORRESPONDENCE: None

ADMINISTRATION REPORT:

Mrs. Eck spoke about the following items:

- List of Activities
- SEEK Project – “The Law-Making Process & the Art of Debate”
- Water Festival at Palmyra Nature Cove
- School Safety Specialist
- Delaware River Cleanup – 7th Grade Project
- QSAC Presentation

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** – No report.

OLD BUSINESS: None

NEW BUSINESS:

Based on the recommendation of the Superintendent, Mr. Warnock made the following motion:

- to approve the submission of the NJQSAC Statement of Assurances for the 2017-18 school year to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f)

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

Mr. Elliot made the following motion:

- to approve submission of the Comprehensive Maintenance Plan and the Annual Maintenance Worksheet (M-1) for the 2017-18 school year.

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

Mrs. Corbi made the following motion:

- to approve the Annual Facility Checklist as completed by the Supervisor of Buildings and Grounds evaluating the health & safety of the school building.

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

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Mr. Papenberg made the following motion:

-to approve the Holiday Concert to be held on December 7, 2017 in the gym.

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

Mr. Elliot made the following motions:

-to approve the Student Council Dance on December 1, 2017, in the gym.

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

-to approve the PTO Variety Show on March 2nd and 3rd, 2018.

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

Mr. Papenberg made the following motion:

-to approve those individuals listed on file in the Main Office to transport students in their personal vehicle for the 2017-18 school year.

Seconded by Mrs. Mack, 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 to use their personal vehicle for school related activities for the 2017-18 school year.

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

Mr. Warnock made the following motion:

-to approve the Riverton boys/girls basketball schedule for the 2017-18 school year. The schedule will be on file in the main office.

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

Mr. Elliot made the following motion:

-to confirm/approve the observance of American Education Week, November 13-17, 2017 with the 15th being a day for visitors.

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

Mr. Warnock made the following motions:

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

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

-to approve/confirm the workshop/professional day requests as listed a-c:

- a. Miss Lindsay Eckhardt, Mrs. Susan Blackwell, and Mrs. Sandra Parker to attend a workshop, “Drive Your Classroom with Google EDU” on January 30, 2018, 9:00 A.M. - 3:00 P.M. at the Burlington Co. Special Services School District, Westampton Campus at a cost to the Board for mileage;
- b. Mrs. Christine Lubitsky to attend a workshop, “Best Instructional & Assessment Practice for English Learners K-12” on October 19, 2017, 9:00 – 3:00 P.M. at the Burlington Co. Special Services School District, Westampton Campus at a cost to the Board for mileage;
- c. Mrs. Amy Penwell to attend a workshop, “Promoting Powerful Partnerships” on November 16-17, 2017, at Ocean Place Resort, Long Branch, NJ at a cost to the Board of \$150.00 plus mileage.

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

-to approve the following class trips as listed a:

- a. Third Grade to the Arden Theater to watch a live performance of Peter Pan.

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

-to approve the following application for facilities use as listed a-b:

- a. Commonwealth Youth Choirs to use the music room on Mondays, November 13, 2017 through June, 2018. Responsible person: Steve Fisher;
- b. County Freeholders to use the gymnasium and Media Center for a Freeholder Meeting on Wednesday, October 25, 2017, 4:00 – 8:00 P.M. Responsible person: Jason Tosches.

Seconded by Mr. DiLeo. Mrs. Eck discussed the details of this meeting. Motion carried, all members voting aye.

Mr. DiLeo made the following motion:

-to approve those individuals on the list on file in the Main Office as volunteers/chaperones for the 2017-18 school year.

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

Mr. Warnock made the following motion:

-to approve a \$200 award for the Riverton student graduating from Palmyra High School in June 2018 with the highest grade point average.

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

Mr. DiLeo made the following motion:

-to approve the Assignment Plan for Certified and Noncertified Nurses as per New Jersey Code as presented by the Superintendent.

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

Mrs. Corbi made the following motion:

-to approve the participation in *First* (**F**or **I**nspiration and **R**ecognition of **S**cience and **T**echnology) Lego League Jr.

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

Mr. Elliot made the following motion:

-to approve the following job description for first reading as listed a-b:

- a. #60 School Anti-Bullying Specialist
- b. #61 School Safety Specialist

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

Mrs. Mack made the following motion:

-to approve for second reading and adoption the following policies as listed a-b:

- a. #3451.33 Transportation Safety
- b. #6114 Emergencies & Disaster Preparedness

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

Mr. DiLeo made the following motion:

-to approve the following 2017-18 tuition contracts as listed a-b:

- a. Burlington County Special Services School District: 5 students @ \$41,963 each;
- b. Cinnaminson High School Child Life Program: 1 student @ \$53,639.

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

Mrs. Corbi made the following motion:

-to appoint Mary Ellen Eck to be the School Safety Specialist for the 2017-18 school year.

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

Mr. DiLeo made the following motion:

-to approve the School Alliance Insurance Fund Safety Incentive Program Award Credit (SAIF) in the amount of \$3,500.

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

Mrs. Mack made the following motion:

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

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

Mr. DiLeo made the following motion:

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

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

Mrs. Mack made the following motion:

-to approve the following resolution

Pursuant to NJAC 6A:23A-16.10(c) 4, we certify that as of September 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.

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

Mr. DiLeo made the following motion:

-to approve the payment of bills for September 30, 2017 in the amount of \$135,920.58 and for October 25, 2017 in the amount of \$216,916.81.

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

Mrs. Mack made the following motion:

-to approve the transfers, as listed, in the amount of \$50.08 for September 2017.

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

Mrs. Corbi made the following motion:

-to approve Mrs. Andrea Zimmermann as a substitute teacher for Middle School Language Arts as assigned by the Superintendent at the per diem rate of \$205.00 (80% of Step 1).

Seconded by Mrs. Corbi. Mrs. Corbi asked what Mrs. Zimmermann is currently doing. Mrs. Eck answered that she is currently an aide, but she is familiar with the students and has her certification as a teacher. 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 staff leave.

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 Mr. Elliot, seconded by Mr. DiLeo, the Board adjourned to Executive Session at 7:20 p.m. for the purpose of discussion of staff leave. Motion carried, all members voting aye.

PUBLIC SESSION:

Upon a motion made by Mrs. McGinnis, seconded by Mr. Papenberg, the Board reconvened to open Public Session at 7:40 p.m. Motion carried, all members voting aye.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION: None

DISCUSSION ITEMS: None

INFORMATION ITEMS: None

RECOGNITION OF CITIZENS: None

ADJOURNMENT:

Hearing no further business, Mr. Croft called for a motion to adjourn at 7:42 p.m.

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

Jonathan Yates, Secretary
Riverton Board of Education

APPROVED UPON MOTION OF THE BOARD

President

Secretary