

**Riverton Public School**

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Mary Ellen Eck, Superintendent

**RIVERTON BOARD OF EDUCATION  
A G E N D A  
MAY 28, 2019**

1. Flag Salute – President

2. Call meeting to order – roll call

“On January 4, 2019, 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 30, 2019.

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 2019-20 school year as listed a-e:
- 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
  - e. School District Data Coordinator

M \_\_\_\_\_ S \_\_\_\_\_  
Roll Call Vote

- 2) I motion for the Board to approve the appointment of Mr. Nikolas Vrettros, School Business Administrator for the 2019-20 school year as listed a-f:
- a. Board Secretary
  - b. Authorized Purchasing Agent for the Riverton Board of Education
  - c. Public Agency Compliance Officer
  - d. Custodian of Records for Financial and Governmental Records
  - e. Right-to-Know Officer
  - f. Safety & Health Designee

M \_\_\_\_\_ S \_\_\_\_\_  
Roll Call Vote

- 3) I motion for the Board to approve the appointment of Michael Palladino for the 2019-20 school year as listed a-c:
- a. Integrated Pest Management Coordinator
  - b. Asbestos/AHERA/PEOSA Coordinator
  - c. Indoor Air Quality Designee

M \_\_\_\_\_ S \_\_\_\_\_

- 4) I motion for the Board to approve the appointment of Dr. Rupert Hartmann as the school physician for the 2019-20 school year, at a fee of \$500.00 and a fee schedule of \$40.00 per for necessary exams.

M \_\_\_\_\_ S \_\_\_\_\_

- 5) I motion for the Board to approve the appointment of Dr. Lorna Sullivan for the 2019-20 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 \_\_\_\_\_

- 6) I motion for the Board to approve the appointment of Mr. Robert Sciarrotta for the 2019-20 school year as listed a-b:
- a. School District Data Coordinator
  - b. Technology Coordinator

M \_\_\_\_\_ S \_\_\_\_\_

- 7) I motion for the Board to approve the following appointments for the 2019-20 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 \_\_\_\_\_

- 8) I motion for the Board to approve the appointment of Thomas Egan as Treasurer of School Monies for the 2019-20 school year.

M \_\_\_\_\_ S \_\_\_\_\_

- 9) I motion for the Board to approve the request to allow the Superintendent to fill any vacant position for the 2019-20 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 \_\_\_\_\_

- 10) I motion for the Board to approve the Chief School Administrator Professional Development Plan achievement for the 2018-19 school year.

M \_\_\_\_\_ S \_\_\_\_\_

- 11) I motion for the Board to approve the establishment of a Petty Cash Fund of \$200.00 for the 2019-20 school year to be administered according to the Board of Education policy #3451.

M \_\_\_\_\_ S \_\_\_\_\_

- 12) I motion for the Board to approve procurement of Goods and Services from the following list of approved State Contract Vendors for the 2019-20 school year as listed a-f:

	<b><u>Vendor</u></b>	<b><u>Contract #</u></b>	<b><u>State Contract</u></b>
a.	CDW-G	89849	Technology Supplies/Software
b.	Dell Marketing	88796,89850	Data Communications Equipment/Software Licensing
c.	Pitney Bowes	41258	Mailroom Equipment
d.	Ricoh USA	40467	Copiers
e.	SHI-International	89851	Maintenance Support
f.	Verizon Wireless	82583	Cell Phone

M \_\_\_\_\_ S \_\_\_\_\_

- 13) I motion for the Board to approve two 48 month contracts with Ricoh USA, Inc. for multi-function copiers for 2<sup>nd</sup> floor @ \$182.00/month and for business office @ \$248.16/month beginning July, 2019. State Contract #40467.

M \_\_\_\_\_ S \_\_\_\_\_

- 14) I motion for the Board to authorize the submission of the proposed Comprehensive Equity Plan for the school years 2019-20 through 2021-22 and the Statement of Assurance for the school year 2019-20 as prepared by the Affirmative Action Team.

M \_\_\_\_\_ S \_\_\_\_\_

- 15) I motion for the Board to approve the current textbooks and instructional materials for the 2019-20 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) Units of Study (Heinemann) Gr. 6-8, Leveled Literacy Intervention (Heinemann) Gr.1-4, Spotlight on Literacy( Macmillan/McGraw-Hill) Gr.3, Write Steps Writing Core Standards lessons & Materials Gr. 3, Step Up to Writing (Voyager Learning) Gr.K-2 and 3-5
  - 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** - The Music Connection Silver Burdett Ginn © 2000); Grades K-6
  - e. **Science** - Interactive Science (Pearson Education © 2016), Dimensions Science (Houghton Mifflin Harcourt © 2018); Carolina® Bio Lab®: Frog CD-ROM - Bio Lab®: Frog teaches students the external and internal anatomy of the frog in a virtual setting, so the real dissection is much more meaningful; Carolina® Bio Lab®: Fish CD-ROM - Bio Lab®: Fish is a 3-in-1 CD-ROM covers the external and internal anatomy of the perch, shark (dogfish), and lamprey. Virtual minilabs include an interactive comparison of fish and a closer look at respiration rate, capillary flows, and dissolved oxygen; K'NEX Education Real Bridge Building Set.
  - f. **Social Studies** - My World, K-6 Pearson, (2013) (New), 7 Glencoe (2010), 8 Holt (2003);
  - g. **World Language** - Descubre el español (Santillana Publishing), Voces, e-textbooks (2013); Introductory Spanish, (Teacher's Discovery), Avancemos! (Houghton Mifflin Harcourt);
  - h. **Technology/STEM** - Learning.com, Easy Tech Assessment. **Technology** - Learning.com, Easy Tech Assessment - Code.org, Computer Science and Coding - Google Apps - KNEX, Simulations & Real Bridge Building. Kind: Squiggle ParkTeacher's Pet Computer Games (Trudy's Time and Place House, Millie's Math House, Sammy's ScienceHouse, Bailey's Book House)Learning.comKodablePowerPoint1<sup>st</sup> KodablePebbleGo2<sup>nd</sup> Skybrary SchoolPebbleGoKodable3<sup>th</sup> Britannica SchoolKodableGoogle EarthEpic! eBooks4<sup>th</sup> Britannica SchoolFacts4MeKodableEpic! eBooksGoogle Classroom5<sup>th</sup> Britannica Schoolcode.orgEpic! eBooksGoogle ClassroomDoInk (greenscreen)6<sup>th</sup> EduTypingNitrotypeInterland / Be Internet AwesomeBritannica SchoolNearpodGoogle Classroom 7<sup>th</sup>Britannica SchoolNearpodGoogle Classroom

M \_\_\_\_\_ S \_\_\_\_\_  
Roll Call.

- 16) I motion for the Board to approve the adoption of the following for the 2019-20 school year as listed a-d:
- a. Curriculum aligned to the current New Jersey Student Learning Standards:
    - 1) 21<sup>st</sup> Century Life and Careers – Document aligning to Social Studies & Language Arts Literacy;
    - 2) Comprehensive Health & Physical Education (including Dance)(K-8);
    - 3) Information Literacy (K-8);
    - 4) Language Arts Literacy (K-8);
    - 5) Mathematics (K-8);
    - 6) Music K-8/Chorus (Visual & Performing Arts including Dance/Theory, Music);
    - 7) Pre-school Curriculum (and Creative Curriculum);
    - 8) Science (K-8) – (Next Generation Science Standards);
    - 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);
    - 13) English Language Learner
  - b. Specialized Programs as listed 1-4:

1. Guidance and Counseling Plan
2. Gifted & Talented/SEEK Curriculum
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\_\_\_\_\_

17) I motion for the Board to confirm the workshop/professional day request as listed a:

- a. Mrs. Michele DiMarino and Mrs. Michele Farr to attend a field visit to Moorestown Upper Elementary School to observe the newly implemented system for signing in/out students and visitors via the Genesis Database System on June 25, 2019, 8:30 A.M. at no cost to the Board.

M\_\_\_\_\_ S\_\_\_\_\_

18) I motion for the Board to approve participation in the Burlington County Professional Development Institute (BCPDI) for the 2019-20 school year at a cost of \$1.35 per student.

M\_\_\_\_\_ S\_\_\_\_\_

19) I motion for the Board to approve participation in Burlington County Crisis Team at a fee of \$650 for the 2019-20 school year.

M\_\_\_\_\_ S\_\_\_\_\_

20) I motion for the Board to approve the contract with Websites Made EZ (John Miller) to provide technical support/professional development for the 2019-20 school year at an annual cost of \$14,196 (no increase).

M\_\_\_\_\_ S\_\_\_\_\_

21) I motion for the Board to approve for first reading the policy and regulation as listed a-b:

- a. #3517 - Security and Electronic Surveillance
- b. #3517 Reg. - Electronic Surveillance

M\_\_\_\_\_ S\_\_\_\_\_

22) I motion for the Board to approve for first reading and adoption the job descriptions as listed a-d:

- a. #45 - Math/Science Coordinator
- b. #48 - Public Relations Coordinator(s)
- c. #56 - Music Advisor
- d. #62 - Social Media Advisor

M\_\_\_\_\_ S\_\_\_\_\_

23) I motion for the Board to approve for second reading and adoption the job description as listed a:

- a. #59 - Technology Coordinator

M\_\_\_\_\_ S\_\_\_\_\_

24) I motion for the Board to approve for second reading & adoption the policy and regulation as listed a-b:

- a. #5141.4 - Missing, Abused & Neglected Children
- b. #5141.4 Reg. - Missing, Abused & Neglected Children

M \_\_\_\_\_ S \_\_\_\_\_

25) I motion for the Board to approve the Fire & Security Drill Report for the month of May 2019, as submitted by the Superintendent.

M \_\_\_\_\_ S \_\_\_\_\_

26) 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 2018-19 school year.

M \_\_\_\_\_ S \_\_\_\_\_

27) I motion for the Board to approve those individuals on the list on file in the Main Office as volunteers/chaperones for the 2018-19 school year.

M \_\_\_\_\_ S \_\_\_\_\_

28) 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 2018-19 school year.

M \_\_\_\_\_ S \_\_\_\_\_

29) I motion for the Board to approve the following teachers to complete curriculum development at the contracted rate as assigned by the Superintendent listed a-m:

- |                   |                      |                |
|-------------------|----------------------|----------------|
| a. Ms. Allen      | f. Mrs. Killion-Toro | k. Mrs. Parker |
| b. Mrs. Blackwell | g. Miss Knoll        | l. Ms. Thress  |
| c. Miss Cahill    | h. Mrs. Locantore    | m. Mrs. Walter |
| d. Miss Durante   | i. Mrs. Milburn      |                |
| e. Mrs. Flanagan  | j. Mrs. Kristin Park |                |

M \_\_\_\_\_ S \_\_\_\_\_

30) I motion for the Board to approve Educational Services Unit (ESU) to provide non-public services for the 2019-20 school year as listed a-e:

- a. Chapters 192/193
- b. IDEA
- c. Nursing
- d. Technology
- e. Textbook

M \_\_\_\_\_ S \_\_\_\_\_

31) I motion for the Board to approve the Special Payrolls for hourly, per diem, and substitute employees for April 2019.

M \_\_\_\_\_ S \_\_\_\_\_

32) I motion for the Board to approve the Board Secretary's and Treasurer's Reports for April 2019, in balance.

M \_\_\_\_\_ S \_\_\_\_\_

33) 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.

34) I motion for the Board to approve the payment of bills for May 29, 2019, in the amount of \$581,506.72.

M \_\_\_\_\_ S \_\_\_\_\_

35) I motion for the Board to approve the transfers, as listed, in the amount of \$39,923.00 for April, 2019.

M \_\_\_\_\_ S \_\_\_\_\_

13. I motion for the Board to approve the resolution to move to Executive Session for the purpose of staff resignation, staff leave and staff assignments.

**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
17. Recognition of Citizens – for comment on items not on agenda
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](http://www.riverton.k12.nj.us) or you may obtain a copy from the office of the Board Secretary.

MEE:mmf 5-23-19