

RIVERTON BOARD OF EDUCATION
MINUTES OF MAY 28, 2019
REGULAR MEETING

The regular meeting of the Riverton Board of Education was called to order by Mr. Croft at 7:00 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, 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.”

The following were present:

- | | |
|--------------------|---|
| Mrs. Corbi (7:01) | Mr. Sencindiver (N.A.) |
| Mr. DiLeo | Mr. Croft, President |
| Mr. Elliott (7:01) | Mr. Warnock, Vice President |
| Mrs. Mack (7:01) | Mrs. Mary Ellen Eck, Superintendent |
| Mrs. McGinnis | Mrs. Donna Gidjunis, Interim School Board Secretary |
| Mr. Papenberg | |

PUBLIC SESSION:

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

Upon a motion made by Mrs. McGinnis and seconded by Mr. Warnock, the Board adjourned to the presentations and reception at 7:01 p.m.

Upon the end of the reception, there was a motion made to reconvene to Public Session.

Motion made by Mrs. Corbi and seconded by Mrs. McGinnis, to reconvene the regular meeting at 7:31 p. m.

Motion carried, all members voting aye.

Motion made by Mrs. McGinnis, and seconded by Mrs. Corbi to accept the Secretary’s Minutes Public Budget Hearing and the regular meeting (Public & Executive) on April 30, 2019.

CORRESPONDENCE: None

ADMINISTRATION REPORT:

Mrs. Eck spoke about the following items:

- End of Year Classroom Activities
- Cabbage Growing Contest – Grade 3
- Plan for Curriculum Writing

RECOGNITION OF CITIZENS FOR DISCUSSION OF AGENDA ITEMS: None

PTO: None

COMMITTEE REPORTS:

- a. **Personnel** – No report.
- b. **Curriculum** – No report.
- c. **Building & Grounds** – A discussion about the rain garden ensued. The Board decided Mr. DiLeo and Mrs. McGinnis will meet with Mr. Jendrzewski.
- d. **Finance** – Mr. DiLeo reviewed the bills and found all to be in order.
- e. **Policy** – No report.
- f. **Community Relations** – Mr. Warnock reported that he and Mr. Quinn are discussing civic engagement.
- g. **Legislation** – No report.
- h. **Palmyra Board Representative** – Mr. Elliot reported Palmyra High School would have Dress Down Day for Autism Speaks and Graduation on June 17th.

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 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

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

Mrs. Corbi made the following motion:

- to approve the appointment of Mr. Nikolas Vrettos, 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

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

Mrs. Mack made the following motion:

- 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

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

Mr. DiLeo made the following motion:

-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.

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

Mr. Elliot made the following motion:

-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

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

Mrs. McGinnis made the following motion:

-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

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

Mr. DiLeo made the following motion:

-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. Jaelyn Sutter;
- b. Homeless Liaison – Dr. Lorna Sullivan & Mrs. Lisa Rosenberg.

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

Mr. Elliot made the following motion:

-to approve the appointment of Thomas Egan as Treasurer of School Monies for the 2019-20 school year.

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

Mrs. Corbi made the following motions:

-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.

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

-to approve the Chief School Administrator Professional Development Plan achievement for the 2018-19 school year.

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

-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.

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

Mrs. Mack made the following motion:

-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:

| <u>Vendor</u> | <u>Contract #</u> | <u>State Contract</u> |
|----------------------|-------------------|--|
| 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 |

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

Mrs. McGinnis made the following motion:

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

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

Mr. Di Leo made the following motion:

-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.

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

Mrs. Corbi made the following motion:

- 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 espanol (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.comKodablePowerPoint1st KodablePebbleGo2nd Skybrary SchoolPebbleGoKodable3th Britannica SchoolKodableGoogle EarthEpic! eBooks4th Britannica SchoolFacts4MeKodableEpic! eBooksGoogle Classroom5th Britannica Schoolcode.orgEpic! eBooksGoogle ClassroomDoInk (greenscreen) 6th EduTypingNitrotypeInterland / Be Internet AwesomeBritannica SchoolNearpodGoogle Classroom 7thBritannica SchoolNearpodGoogle Classroom

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

Mrs. Mack made the following motion:

- 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) 21st 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);English Language Learner
 - 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;

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

Mrs. McGinnis made the following motion:

-to approve 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.

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

Mr. DiLeo made the following motions:

-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.

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

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

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

Mrs. McGinnis made the following motion:

-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).

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

Mrs. Corbi made the following motions:

-to approve for first reading the policy and regulation as listed a-b:

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

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

-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

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

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

- a. #59 - Technology Coordinator

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

Mr.Elliot made the following motion:

-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

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

Mr.Papenberg made the following motion:

-to approve the Fire & Security Drill Report for the month of May 2019, as submitted by the Superintendent.

Seconded by Mrs. Mack, 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 from the Sub Calling Service as certified substitutes for the 2018-19 school year.

Seconded by Mr. Papenberg, 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 as volunteers/chaperones for the 2018-19 school year.

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

Mrs. Corbi made the following motion:

-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.

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

Mrs. McGinnis made the following motion:

-to approve the following teachers to complete curriculum development at the contracted rate as assigned by the Superintendent as 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 | |

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

Mr. DiLeo made the following motion:

-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

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

Mr. Papenberg made the following motion:

-to approve the Special Payrolls for hourly, per diem, and substitute employees for April 2019.

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

Mr. DiLeo made the following motion:

-to approve the Board Secretary's and Treasurer's Reports for April 2019, in balance.

Seconded by Mr. Elliot, 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 April 30, 2019, 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 motions:

-to approve the payment of bills for May 29, 2019, in the amount of \$581,506.72.

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

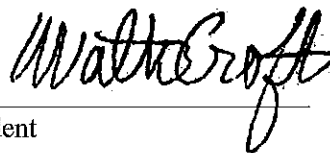
-to approve the transfers, as listed, in the amount of \$39,923.00 for April, 2019.

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

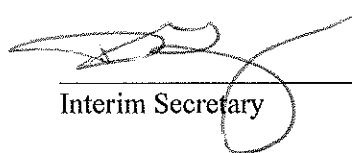
EXECUTIVE SESSION:

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 staff resignation, staff leave, and staff assignments.

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



President



Interim 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. Mack, seconded by Mr. Elliot, the Board adjourned to Executive Session at 8:02 p.m. for the purpose of discussing staff resignation, staff leave, and staff assignments.

PUBLIC SESSION:

Upon a motion made by Mr. Dileo, seconded by Mr. Elliot, the Board reconvened to open Public Session at 8:07 p.m. Motion carried, all members voting aye.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION:

Based on the recommendation of the Superintendent, Mrs Corbi made the following motion:

-to accept with regrets, the resignation of Mrs. Lisa Rosenberg effective June 30, 2019.

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

Mr. Elliot made the following motion:

-to approve Family Medical Leave Act/New Jersey Family Leave for Mrs. Lora Palazzolo beginning September 3, 2019 until November 22, 2019, using 56 sick days.

Seconded by Mrs. Corbi, 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 2019-20 school year as presented by the Superintendent.

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

DISCUSSION ITEMS: None

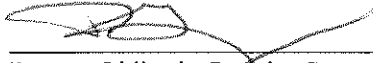
INFORMATION ITEMS: School Board Candidate Packets

RECOGNITION OF CITIZENS FOR COMMENT ON ITEMS NOT ON AGENDA: None

ADJOURNMENT:

Hearing no further business, Mr. Croft called for a motion to adjourn at 8:09 p.m.

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

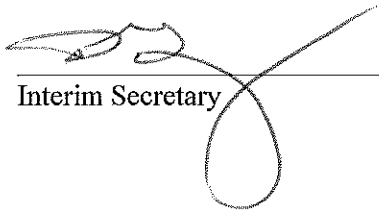


Donna Gidjunis, Interim Secretary
Riverton Board of Education

APPROVED UPON MOTION OF THE BOARD



President



Interim Secretary