

**RIVERTON BOARD OF EDUCATION  
MINUTES OF SEPTEMBER 24, 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           | Mr. Sencindiver                             |
| Mr. DiLeo (N.A.)     | Mr. Croft, President                        |
| Mr. Elliott (7:20)   | Mr. Warnock, Vice President                 |
| Mrs. Mack            | Mrs. Mary Ellen Eck, Superintendent         |
| Mrs. McGinnis (7:04) | Mr. Nikolas Vrettos, School Board Secretary |
| Mr. Papenberg        |   |

**PUBLIC SESSION:**

Mrs. Eck commented on HIB Reporting Period 2, January through June 2019, one confirmed case, 3 programs, input on the school grade report, and the safety committee reviewed policies.

Motion made by Mrs. Mack and seconded by Mr. Warnock, to accept the Secretary’s Minutes (Public & Executive) for the regular meeting on August 20, 2019.

Motion carried, all members voting aye.

**CORRESPONDENCE:** None

**ADMINISTRATION REPORT:**

- Mrs. Eck reported on the following items:
- Enrollment Update – 302 students, 15 new in the last 2 weeks, 9 new ELL
  - Communication with Home – online forms for permissions
  - Grounds – blacktop back fence and gate quotes, gardens
  - Curriculum – scope & sequence Spanish, Grade 1, financial literacy Grades 6-8
  - NJSLA 2019 presentation on website
  - Women’s Suffrage Activity – student council election, Grades 3-8

**RECOGNITION OF CITIZENS FOR DISCUSSION OF AGENDA ITEMS:** None

**PTO:** None

**Committee Reports:**

- a. Personnel – Mr. Sencindiver commented the finance committee negotiated with staff and representative, pleasant and informative, executed a Memorandum of Understanding.
- b. Curriculum – No report
- c. Building & Grounds – No report
- d. Finance – No report
- 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. Sencindiver made the following motion:

- to accept the NJSLA Test results in Language Arts and Math for Grades 3-8, the analysis of student achievement and curriculum review as submitted by the Superintendent.

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

Mrs. Mack made the following motion:

- to approve the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act as submitted by Dr. Sullivan, District Anti-Bullying Coordinator and the Statement of Assurances signed by the Superintendent.

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

Mr. Warnock made the following motion:

- to approve the observance of the Week of Respect scheduled for October 7-11, 2019 and approving activities for School Violence Awareness Week (scheduled for October 21-25, 2019).

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

Mr. Sencindiver made the following motion:

- to approve the school activity Spirit Week for grades 6-8 scheduled for October 14-18, 2019.

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

Mrs. Mack made the following motion:

- to approve the bus evacuation drill on October 17, 2019 for the 2019-20 school year. Mr. Croft questioned if the district brings a bus. Mr. Sencindiver commented the district used a van in the past.

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

Mrs. Corbi made the following motion:

- to approve the Statement of Assurance Regarding the Use of Paraprofessional Staff (SOA) prepared by the Superintendent on file in the main office.

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

Mr. Warnock made the following motions:

- to approve the following class trips as listed a-j:

- a. Preschool to Springdale Farm to observe animals in the barnyard, pumpkin picking, and hayride;
- b. First Grade to Indian Acres Farm to observe a group presentation about various types of pumpkins, sequence of the growing cycle, community helper connections, and harvest time;
- c. Third Grade to Academy of Natural Sciences to observe a hands on science lesson taught by Academy staff;
- d. Third grade to Palmyra Cove Nature Park to identify animals, marine life, plants and to participate in activities organized by the Nature Cove;
- e. Fourth grade to the NJ State House to tour and observe Senate and General Assembly Chambers and visit the Old Barracks to learn more about Revolutionary War history;
- f. Fourth Grade to Franklin Institute to observe exhibits that connect topics in the Science curriculum to the students' experience;
- g. Art Club to Grounds for Sculpture to observe larger than life sculptures on a guided tour to further plan & build interactive artwork in Art Club;
- h. Eighth grade annual week to Pinelands Center at Mt. Misery to observe animal/plant life and to develop an understanding of the Pinelands environment;
- i. Eighth grade to Island State Beach during the week at Pinelands Center at Mt. Misery;
- j. Sixth grade to Edelman Planetarium, Rowan University to observe the current night sky and learn about space and the universe;

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

Mrs. Mack made the following motion:

- to approve the following eighth grade fundraisers for the 2019-20 as listed a-f.

- a. Top Golf
- b. Movie Nights
- c. Holiday Bingo
- d. Gertrude Hawk
- e. Ice Cream Social
- f. Pancake Breakfast with Santa

Seconded by Mrs. Corbi. Mr. Croft asked if this was fundraising for Mt. Misery with Mrs. Eck responding yes. Motion carried, all members voting aye.

Mr. Sencindiver made the following motion:

- to approve using Title I funds in the amount of \$24,000 to pay the stipend amount to assigned teachers.

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

Mr. Warnock made the following motion:

- to approve the use of IDEA FY 19 funds towards Mrs. Andrea Zimmermann's salary in the amount of \$3,144.

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

Mrs. Mack made the following motion:

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

- a. 5141.4 - Administering Medication
- b. 5141.4R - Administering Medication

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

Mr. Warnock made the following motion:

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

- a. Mrs. Jeanne Paulsen to attend a workshop, "Verification" on November 13, 2019 at Rutgers Eco Complex, Bordentown, NJ from 10:00 A.M. until 1:00 P.M. at a cost to the Board for mileage;
- b. Mr. Nikolas Vrettos to attend a workshop, "Public School Purchasing" on October 9 and October 16, 2019 at Rutgers, New Brunswick from 9:00 A.M. until 4:00 P.M. at a cost to the Board of \$453.00 plus mileage;
- c. Miss Anne Jancsar to participate in an online workshop, "Winter 2020 Art ED Now Conference" on Saturday, February 1, 2020, 9:00 A.M. at a cost to the Board of \$149.00;
- d. Mrs. Christine Lubitsky to attend a workshop, "Creating a Curriculum for ELLS" on October 2, 2019, 8:30 until 11:15 A.M. at the BCSS Media Center, Westampton, NJ.

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

Mr. Papenberg made the following motion:

- to approve those individuals on the revised list on file in the main office from the Sub Calling Service as certified substitutes for the 2019-20 school year.

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

Mrs. Corbi made the following motion:

- to approve the following individual as a substitute custodian, as assigned by the Business Administrator, for the 2019-20 school year as listed a:

- a. Miss Amanda Palladino

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

Mrs. Mack made the following motion:

- to approve substitute teachers for the 2019-20 school year as listed a:
  - a. Mr. Gregory Morgan

Seconded 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 2019-20 school year.

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

Mrs. Mack made the following motion:

- to approve those individuals listed on file in the Main Office to transport students in their personal vehicle for the 2019-20 school year.

Seconded Mr. Papenberg, 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 use their personal vehicle for school related activities for the 2019-20 school year.

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

Mr. Warnock made the following motion:

- to approve the annual review and amendments to the School Safety and Security Plan/Manual, Emergency Procedure Plan and the Crisis Intervention procedures.

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

Mr. Warnock made the following motion:

- to approve the annual review of the 2019-2022 Technology Plan as it was submitted to the New Jersey Department of Education.

Seconded by Mrs. Corbi. Mr. Croft asked if this was completed over the summer with Mrs. Eck responding yes. Motion carried, all members voting aye.

Mr. Warnock made the following motion:

- to approve the reading & adoption of the new and revised curriculum as listed a-c:
  - a. Financial Literacy (new)
  - b. Spanish Curriculum (new scope and sequence)
  - c. First Grade scope and sequence (updated)

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

Mr. Warnock made the following motion:

- to approve the updated Curriculum and Textbook Plan for the 2019-20 school year.

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

Mr. Papenberg made the following motion:

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

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

Mr. Warnock made the following motion:

- to approve the Professional Development activities as approved by the Superintendent.

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

Mrs. McGinnis made the following motion:

- to approve all mandated training as listed a-o:

- a. AED (Automated External Defibrillators)
- b. Bloodborne Pathogen Exposure Prevention
- c. Bullying Recognition and Response (Refresher)
- d. Child Abuse: Identification & Intervention
- e. Compliance with Children's Internet Protection (CIPA)
- f. Concussion Awareness
- g. Dyslexia Training
- h. FERPA: Confidentiality of Records
- i. Hazard Communications: Right to Understand
- j. Online Safety: What Every Educator Needs to Know
- k. Sexual Harassment
- l. Student Drug and Alcohol Abuse
- m. Sudden Cardiac Arrest in Athletes
- n. Transgender Awareness (Affirmative Action Plan)
- o. Youth Suicide Awareness & Prevention

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

Mrs. Corbi made the following motion:

- to approve the following individuals to be on the Safety Committee as listed a-f:

- a. Lorna Sullivan, District Anti-Bullying Specialist
- b. Mary Ellen Eck, Superintendent
- c. Nicole Hines, Parent
- d. Elizabeth Odd, Social Worker
- e. Jennifer Douglass, Teacher
- f. Jacky Sutter, Michele DiMarino, School Nurse

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

Mr. Warnock made the following motion:

- to approve the following individuals to be on the Superintendent's Advisory Committee (SAC) as listed a-h:

- a. Mary Ellen Eck, Superintendent
- b. Felicia McCamy, PTO President and/or designee
- c. Nikolas Vrettos, SBA
- d. Lorna Sullivan, School Psychologist
- e. Nancy Knoll, Teacher
- f. Chief John Shaw or representative
- g. Jacky Sutter, Michele DiMarino, School Nurse
- h. Andrea Zimmermann, Parent

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

Mrs. Corbi made the following motion:

- to approve the Intervention & Referral Services (I&RS) Committee for the 2019-20 school year as listed a-i:

- a. Mrs. Mary Ellen Eck
- b. Dr. Lorna Sullivan
- c. Mrs. Lora Palazzolo (as needed)
- d. Mrs. Karen Park
- e. Ms. Cathryn Browning
- f. Mrs. Jaclyn Sutter/Mrs. Michele DiMarino
- g. Mrs. Christine Lubitsky/Mrs. Parker (BSI Teachers as needed)
- h. Miss Elizabeth Odd (Social Worker as needed)
- i. Classroom Teacher/Referring Teacher

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

Mrs. Corbi made the following motion:

- to approve teachers to provide extra academic support to identified students after school as part of our Title I After-School ELA and Math Program at the contractual rate as assigned by the Superintendent and listed a-t:

- |                      |                       |                   |
|----------------------|-----------------------|-------------------|
| a. LindsayBartuska   | h. Dawn Locantore     | o. Amy Pfeiffer   |
| b. Susan Blackwell   | i. Christine Lubitsky | p. Tom Sadler     |
| c. Shannon Cahill    | j. CJ McGee           | q. Lena Sutcliffe |
| d. Jennifer Douglass | k. Terrye McGilberry  | r. Heather Thress |
| e. Christine Durante | l. Danielle Milburn   | s. Jessica Yeager |
| f. Alyson Flanagan   | m. Kate Pacione       | t. Doreen Walter  |
| g. Nancy Knoll       | n. Karen Park         |                   |

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

Mrs. Mack made the following motion:

- to approve membership to the Burlington County Curriculum Consortium at a cost to the Board of \$75.00 for annual fee.

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

Mr. Papenberg made the following motion:

- to approve the annual review of the Purchasing Manual for the 2019-20 school year.

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

Mr. Warnock made the following motion:

- to approve and accept the state funds for Orchard Friends, our nonpublic school, for the 2019-20 school year as listed a:

a. 192/193 \$1,672

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

Mrs. Corbi made the following motion:

- to approve the following 2019-20 tuition contracts as listed a-b:

a. Burlington County Special Services School District ESY: 1 special education student @ \$3,900;

b. Y.A.L.E. School, Inc: 1 special education student @ \$56,061.

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

Mrs. Mack made the following motion:

- to approve the use of maintenance reserve funds to replace once section of the blacktop fencing for \$11,785.

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

Mrs. Corbi made the following motion:

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

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

Mrs. Mack made the following motion:

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

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



Mr. Papenberg made the following motion:

- to approve the following resolution:

Pursuant to NJAC 6A:23A-16.10© 4, we certify that as of August 31, 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 obligation for the remainder of the fiscal year.

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

Mr. Sencindiver made the following motion:

- to approve the payment of bills for August 30, 2019 in the amount of \$104,489.55 and for September 25, 2019 in the amount of \$170,525.51.

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

Mr. Sencindiver made the following motion:

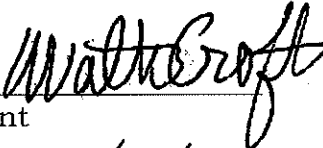
- to approve the transfers, as listed in the amount of \$4,935.18 for August 2019.

Seconded by Mrs. Corbi, 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 higher education movement and discussion of the negotiated agreement.

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 \_\_\_\_\_)

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. Warnock, the Board adjourned to Executive Session at 7:25 p.m. for the purpose of discussing staff salary and to approve the MOA between the Board and REA.

#### **PUBLIC SESSION:**

Upon a motion made by Mrs. Mack, seconded by Mr. Elliot, the Board reconvened to open Public Session at 7:39 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 approve salary increase (\$1,700) for higher education movement to BA+15 for Katherine Pacione effective September 1, 2019.

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

Mrs. Corbi made the following motion:

- to approve the Memorandum of Agreement between the Riverton Education Association and the Riverton Board of Education for the years 2019-2023.

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

**DISCUSSION ITEMS:** None

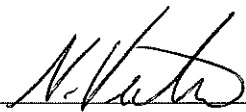
**INFORMATION ITEMS:** None

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

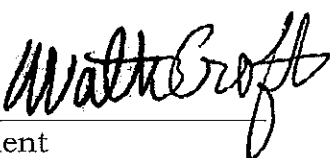
**ADJOURNMENT:**


Hearing no further business, Mr. Croft called for a motion to adjourn at 7:45 p.m.

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

  
\_\_\_\_\_  
Nikolas Vrettos, Secretary  
Board of Education

APPROVED UPON MOTION OF THE BOARD

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary