

Riverton Public School

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Joshua W. Zagorski, Superintendent

**RIVERTON BOARD OF EDUCATION
A G E N D A
March 14, 2023**

1. Flag Salute – President
2. Call meeting to order – roll call

“On January 4, 2023, notice of this meeting was posted on the District’s website, mailed to Burlington County Times, posted on the front door of the school, the post office and filed with the Municipal Clerk. I direct the Secretary to enter this public announcement into the minutes.”

3. Acceptance of Secretary’s Minutes (Public and Executive) for the regular meeting on February 28, 2023.

M_____ S_____

4. Mr. Robert Inverso, CPA -Report on the Fiscal Year 2022 Audit

5. Correspondence

6. Administration Report

7. Recognition of citizens for discussion of agenda items

8. PTO

9. Committee Reports:

- a. Personnel – Mr. Sencindiver
- b. Curriculum – Mr. Elliot
- c. Building & Grounds – Mrs. Matzelle
- d. Finance – Mr. Papenberg
- e. Policy – Mrs. Corbi
- f. Community Relations – Mrs. Corbi, Mrs. Wilburn
- g. Legislation – Mr. Croft, Mr. Elliot
- h. Palmyra Board Representative – Mrs. Falicki

10. Old Business:

11. New Business:

- a. Discussion: 2023-24 Budget

- b. Action Items:

Based on the recommendation of the Superintendent:

- 1) BE IT RESOLVED to approve the tentative FY 2023-24 School District Budget for submission to the Executive County Superintendent of Schools for approval:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$6,546,913.	\$5,878,013.
Special Revenue Fund	\$ 206,875.	\$ 0
Total Budget	\$6,753,788.	\$5,878,013.

RESOLVED the Riverton Board of Education includes in the proposed budget the adjustment for increase in health benefit costs in the amount of \$80,537; and

RESOLVED, that the Riverton Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$177,377. The district intends to utilize these adjustments to maintain a thorough and efficient education in the district.

M_____ S_____
Roll Call Vote.

- 2) I motion for the Board to accept the audit for the 2021-22 school year as prepared and presented by Mr. Robert Inverso, of Inverso and Stewart and to approve the submission of the Corrective Action Plan (no recommendations) to the County Office of Education for approval.

M_____ S_____
Roll Call Vote.

- 3) I motion for the Board to approve Mr. Robert Foster as the Assistant Business Administrator/Board Secretary at the annual salary of \$97,500. (prorated) effective March 20, 2023 and to approve his appointment and employment contract as the School Business Administrator/Board Secretary effective April 1, 2023.

M_____ S_____
Roll Call Vote

- 4) I motion for the Board to approve the signatories for the Board of Education bank accounts, effective April 1, 2023, as listed:

Custodian Account

Walter Croft, President

Robert Foster, School Business Administrator/Board Secretary

Thomas Egan, Treasurer

Agency Account

Robert Foster, School Business Administrator/Board Secretary

Thomas Egan, Treasurer

Flexible Spending Account

Robert Foster, School Business Administrator/Board Secretary

Thomas Egan, Treasurer

Payroll Account

Robert Foster, School Business Administrator/Board Secretary
Thomas Egan, Treasurer

Unemployment Trust Fund

Walter Croft, President
Robert Foster, School Business Administrator/Board Secretary
Thomas Egan, Treasurer

Activity Account

Robert Foster, School Business Administrator/Board Secretary
Thomas Egan, Treasurer

Maintenance Reserve Account

Robert Foster, School Business Administrator/Board Secretary

Capital Reserve Account

Robert Foster, School Business Administrator/Board Secretary

Scholarship Fund Account

Walter Croft, President
Robert Foster, School Business Administrator/Board Secretary
Thomas Egan, Treasurer

M_____ S_____

- 5) I motion for the Board to approve the authorization of Mr. Robert Foster, School Business Administrator to solicit competitive quotations pursuant to N.J.S.A. 18A:18A-37(c) effective April 1, 2023.

M_____ S_____

- 6) I motion for the Board to approve the appointment of Mr. Robert Foster, School Business Administrator for the 2022-23 school year effective April 1, 2023 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

- 7) I motion for the Board to approve the annual review of our Multi-Year Comprehensive Equity Plan (extended one year) and the Statement of Assurance for the 2023-24 school year.

M_____ S_____

8) I motion for the Board to approve the establishment of the school district travel maximum for the 2023-24 school year at \$10,000. The maximum amount established for the 2022-23 school year is \$10,000 with the amount spent year to date of \$1,399.00.

M_____ S_____

9) I motion for the Board to approve the 2023-24 school calendar as presented by the Superintendent.

M_____ S_____

10) I motion for the Board to approve the workshop/professional day request as listed below:

- Mr. Michael Palladino to attend a Buildings and Grounds Conference, “NJSBGA 25th Annual Conference/Expo” on March 20-22, 2023, 8:00 A.M. until 9:00 P.M. at a cost to the Board for mileage.

M_____ S_____

11) I motion for the Board to confirm the following application for facilities use as listed a-b:

- a. The Historical Society of Riverton to use the Gymnasium for a program offered to their membership and the community on March 21, 2023, from 6:30 to 8:30 P.M. Responsible person: Heather Huffnagle;
- b. The YMCA After Care Program to use the Gymnasium for an Art Gala to display Riverton student artwork on April 27, 2023 from 4:30 to 6:00 P.M. Responsible person: Dorothy Glasgow.

M_____ S_____

12) I motion for the Board to approve the PTO event and trip as listed below a-b:

- a. Dodgeball Tournament on March 31, 2023 from 6:00-9:00 P.M. at Sacred Heart Gymnasium;
- b. Middle School Trip to Philadelphia on May 24, 2023 from 9:00 A.M. until 7:00 P.M.

M_____ S_____

13) I motion for the Board to approve Field Day as listed a-b:

- a. June 6, 2023 - Grades PreK, 5-8 Field Day
- b. June 9, 2023 - Grades K-4 Field Day

M_____ S_____

- 14) I motion for the Board to approve the following class trip as listed a-f:
- a. Safety Patrol to Six Flags Great Adventure as a Safety Patrol reward for the school year;
 - b. Third grade to Woodford Cedar Run Wildlife Refuge to hike and learn about survival skills and to see the interactive exhibits organized by the wildlife refuge;
 - c. Fourth Grade to the Franklin Institute to observe science exhibits and making connections to their classroom science lessons regarding the brain & heart, Earth & space, and electricity & machines;
 - d. Fifth Grade to the Camden County College to attend a play, “Number the Stars” which is a novel that students are currently reading. Students will see the book come to life and compare and contrast the book to the play;
 - e. Kindergarten to Storybook Land to observe characters from classic stories and nursery rhymes;
 - f. Second Grade to the Arden Theater to watch a live theater performance of Little Red Riding Hood.

M_____ S_____

- 15) I motion for the Board to approve offering caregivers participation in a research study through Franklin and Marshall College.

M_____ S_____

- 16) I motion for the Board to approve the adoption of Houghton Mifflin Harcourt Into Math Grades 6-8 and Into AGA for Algebra 1 for the 2023-24 school year through the 2025-2026 school year (3 year contract).

M_____ S_____

- 17) I motion for the Board to approve the Special Payrolls for hourly, per diem, and substitute employees for February 2023.

M_____ S_____

- 18) 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 Vote.

- 19) I motion for the Board to approve the Board Secretary’s and Treasurer’s Reports for February 2023 in balance.

M_____ S_____

20) I motion for the Board to approve the payment of bills March 15, 2023 in the amount of \$337,899.43.

M_____ S_____

21) I motion for the Board to approve transfers as listed in the amount of \$88,911.63 for February 2023.

M_____ S_____

12. I motion for the Board to approve the resolution to move to Executive Session for the purpose of to approving Staff FMLA, Staff Retirement and HIB Cases.

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_____

13. I motion for the Board to approve reconvening to Public Session.

M_____ S_____

14. Action taken as a result of discussion during Executive Session.

15. Discussion Items
16. Information Items
17. Recognition of Citizens for comment on items not on agenda.
18. I motion for the Board to approve 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 or you may obtain a copy from the office of the Board Secretary.

JWZ:mmf 3/13/23