

RIVERTON BOARD OF EDUCATION
MINUTES OF MARCH 14, 2023
REGULAR MEETING

The regular meeting of the Riverton Board of Education was called to order by Mr. Croft at 6:30 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, 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.”

The following were present:

Mrs. Corbi (N.A.)	Mrs. Wilburn
Mrs. Falicki	Mr. Croft, President
Mrs. Matzelle	Mr. Elliot, Vice President
Mr. Papenberg (N.A.)	Mr. Joshua Zagorski, Superintendent
Mrs. Quinzi	Mr. Nikolas Vrettos, School Board Secretary
Mr. Sencidiver	

PUBLIC SESSION:

Motion made by Mr. Elliot, and seconded by Mrs. Falicki to accept the Secretary’s Minutes (Public and Executive) for the regular meeting on February 28, 2023.

Motion carried, all members voting aye.

AUDIT PRESENTATION: Mr. Robert Inverso presented the fiscal year 2022 audit.

CORRESPONDENCE: None

ADMINISTRATION REPORT:

Mr. Zagorski spoke about the following items:

- Calendar Option #3
- Professional Learning Day with Mr. George Scott
- NJ School Boards Burlington County 8th Grade Dialogue
- NJDOE School Safety Specialist
- Student Teachers
- Franklin & Marshall Survey
- NJSLA Testing

RECOGNITION OF CITIZENS FOR DISCUSSION OF AGENDA ITEMS: None

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PTO: None

COMMITTEE REPORTS:

- a. **Personnel** – Mr. Sencindiver offered dates to meet REA Representative in April.
- b. **Curriculum** – No report.
- c. **Building & Grounds** – No report.
- d. **Finance** – Mr. Papenberg 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** – Mrs. Falicki reported that the Palmyra BOE moved their board meeting to this current week and has yet to take place.

OLD BUSINESS: None

NEW BUSINESS:

Mr. Vrettos presented the Board with the 2023-24 budget proposal, beginning with a “Thank You” to the Finance Committee, followed by a brief explanation of state aid reduction, Ch.44 tax levy reduction, utilization of banked cap and healthcare adjustment, followed by revenues and appropriations. Mr. Sencindiver spoke on the state aid funding formula, the fluctuation history, and the potential of a reduction in the future.

Based on the recommendation of the Superintendent Mr. Sencindiver made the following motions:

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.

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

-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.

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

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-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.

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

-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

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

-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.

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

-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

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

-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.

Seconded by Mr. Elliot. Mr. Zagorski commented that the county office gave an option to extend one year due to changes. Motion carried, all members voting aye.

-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.

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

-to approve the 2023-24 school calendar as presented by the Superintendent.

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

-to approve the workshop/professional day request as listed below:

- a. 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.

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

-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.

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

-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.

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

-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

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

-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.

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

-to approve offering caregivers participation in a research study through Franklin and Marshall College.

Seconded by Mrs. Falicki. Mr. Sencindiver asked what exactly the survey entailed. Mr. Zagorski responded that they were reaching out to parents with children with IEP's. Mr. Croft asked why with Mr. Zagorski responding to gather data and study special education. Motion carried, all members voting aye.

-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).

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

-to approve the Special Payrolls for hourly, per diem, and substitute employees for February 2023.

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

-to approve the following resolution

Pursuant to NJAC 6A:23A-16.10(c) 4, we certify that as of February 28, 2023, 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 Mrs. Falicki. A roll call was taken with all members voting aye. Motion carried.

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-to approve the Board Secretary's and Treasurer's Reports for February 2023 in balance.

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

-to approve the payment of bills for March 15, 2023 in the amount of \$337,899.43

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

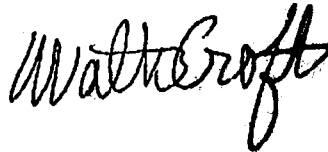
-to approve the transfers, as listed in the amount of \$88,911.63 for February 2023.

Seconded by Mr. Elliot, 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 approval of staff FMLA, staff retirement, and HIB cases.

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 _____);*

_____ *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. Sencindiver, seconded by Mr. Elliot, the Board adjourned to Executive Session at 7:14 p.m. for the purpose of discussing approval of staff FMLA, staff retirement, and HIB cases.

PUBLIC SESSION:

Upon a motion made by Mr. Elliot seconded by Mr. Sencindiver, the Board reconvened to open Public Session at 7:19 p.m. Motion carried, all members voting aye.

ACTION TAKEN AS A RESULT OF DISCUSSION DURING EXECUTIVE SESSION:

Based on the recommendation of the Superintendent, Mr. Sencindiver made the following motions:

-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.

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

-to accept, with regret, the retirement/resignation of Mrs. Nancy Knoll-Kraus effective June 30, 2023.

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

-to approve payment of accumulated unused sick time to Nancy Knoll-Kraus @ \$25/day as of March 7, 2023 (291.5 days).

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

-to approve Mrs. Sandra Parker for intermittent leave under the Family and Medical Leave Act beginning March 20, 2023 to June 30, 2023.

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

-to approve payment of accumulated unused vacation time to Mr. Nikolas Vrettos @ \$423.07/day as of March 13, 2023 (11 days).

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

-to approve the revised staffing pattern (copy in Board Folder) for the 2022-23 school year as presented by the Superintendent.

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

-to accept the HIB report and affirm completion of HIB Investigation Case #4.

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

-to accept the HIB report and affirm completion of HIB Investigation Case #5.

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

DISCUSSION ITEMS: None

INFORMATION ITEMS: None

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

ADJOURNMENT:

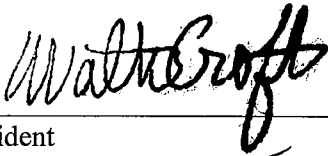
Hearing no further business, Mr. Croft called for a motion to adjourn at 7:23 p.m.

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

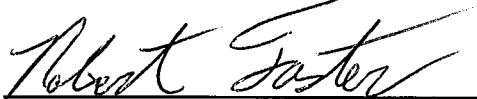


Robert Foster, Secretary
Riverton Board of Education

APPROVED UPON MOTION OF THE BOARD



President



Secretary