

RIVERTON BOARD OF EDUCATION  
MINUTES OF MAY 23, 2023  
REGULAR MEETING

The regular meeting of the Riverton Board of Education was called to order by Mr. Elliot at 6:31 p.m. in the Media Center at the school.

Mr. Elliot 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	Mrs. Wilburn
Mrs. Falicki	Mr. Croft, President (N.A.)
Mrs. Matzelle	Mr. Elliot, Vice President
Mr. Papenberg	Mr. Joshua Zagorski, Superintendent
Mrs. Quinzi	Mr. Robert Foster, School Board Secretary
Mr. Sencindiver	

**PUBLIC SESSION:**

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

Upon a motion made by Mr. Sencindiver and seconded by Mrs. Corbi, the Board adjourned to the presentations and reception at 6:32 p.m.

Those honored at the reception were as follows:

Staff Recognition:

- Mr. John Strohlein – 20 Years of Service
- Mrs. Knoll-Kraus – 25 Years of Service & Retirement
- Dr. Sullivan – 25 Years of Service
- Mrs. Sutcliffe – 25 Years of Service
- Mrs. Lubitsky – Educator of the Year
- Mrs. DiMarino – Educational Services Professional

8<sup>th</sup> Grade Awards were also presented at this time.

Motion made by Mrs. Corbi and seconded by Mrs. Falicki to reconvene the regular meeting at 8:06 p.m.

Motion made by Mr. Sencindiver, and seconded by Mrs. Corbi to accept the Secretary’s Minutes Public Budget Hearing and for the regular meeting (Public and Executive) on April 25, 2023.

Motion carried, all members voting aye.

**CORRESPONDENCE:** None

**ADMINISTRATION REPORT:**

Mr. Zagorski spoke about the following items:

- State Testing Complete
- Appreciation of PTO Support
- Staff Recognition – Years of Service, Educator of the Year, Educator Support Prof. of the Year
- Year-End Events
- 8<sup>th</sup> Grade Graduation – June 13, 2023
- Last Day of School – June 15, 2023

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

**PTO:** None

**COMMITTEE REPORTS:**

- a. **Personnel** – Mr. Sencindiver reported negotiations are progressing.
- 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** – No report.

**OLD BUSINESS:** None

**NEW BUSINESS:**

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

-to approve receipt and discussion of the Code of Ethics and the training provided by Mr. Frank Cavallo, Jr. of Parker McCay.

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

Mrs. Corbi made the following motions:

-to approve the appointment of Joshua W. Zagorski, Superintendent, for the 2023-24 (July 2023) 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 Mr. Sencindiver. A roll call was taken with all members voting aye. Motion carried.

-to approve the appointment of Mr. Robert Foster, School Business Administrator for the 2023-24 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 Mr. Sencindiver. A roll call was taken with all members voting aye. Motion carried.

Mr. Sencindiver made the following motions:

-to approve the appointment of Michael Palladino for the 2023-24 school year as listed a-d:

- a. Integrated Pest Management Coordinator
- b. Asbestos/AHERA/PEOSA Coordinator
- c. Indoor Air Quality Designee
- d. Food Service Director

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

-to approve the appointment of Dr. Lorna Sullivan for the 2023-24 school year as listed a-f:

- a. Anti-Bullying Coordinator
- b. Educational Stability Specialist
- c. School Safety Team Leader
- d. Substance Awareness Coordinator
- e. Section 504 Officer
- f. Homeless Liaison

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

-to approve the appointment of Dr. Anthony Bonett as the school physician for the 2023-24 school year, at a fee of \$1,000. and a fee schedule of \$40.00 per for necessary exams.

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

-to approve the appointment of Mr. Robert Sciarrotta for the 2023-24 school year as listed below:

- School District Data Coordinator

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

Mrs. Corbi made the following motion:

-to approve the following appointments for the 2023-24 school year as listed below:

- Anti-Bullying Specialist (school level) – Miss Elizabeth Odd, Mrs. Jaclyn Sutter

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

Mrs. Falicki made the following motion:

-to approve Ms. Elizabeth Odd as the School Climate State Coordinator for the 2023-24 school year.

Seconded by Mr. Sencindiver. Mr. Sencindiver asked what School Climate State Coordinator means. Mr. Zagorski clarified that it has to do with school climate and not environmental climate. Motion carried, all members voting aye.

Mr. Sencindiver made the following motions:

-to approve the appointment of Thomas Egan as Treasurer of School Monies for the 2023-24 school year.

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

-to approve the Summer Academic Support Program and the following teachers as assigned by the Superintendent listed a-i:

- |                      |                   |
|----------------------|-------------------|
| a. Ms. Allen         | f. Miss Pacione   |
| b. Miss Durante      | g. Mrs. Sutcliffe |
| c. Mrs. Karr-Parente | h. Ms. Thress     |
| d. Mrs. Killion-Toro | i. Mrs. Walter    |
| e. Mrs. Miller       |                   |

Seconded by Mrs. Corbi. Mr. Sencindiver asked if Summer Academic Support was for selected students or if it was open to any students. Mr. Zagorski clarified that students are selected and the program is also grant-funded. Motion carried, all members voting aye.

Mrs. Corbi made the following motion:

- to approve the following teachers to work on curriculum as assigned in June 2023 as listed a-m:
 

a. Ms. Allen	h. Mrs. Miller
b. Mrs. Bartuska	i. Ms. Pacione
c. Miss Durante	j. Mrs. Park
d. Mrs. Elwell	k. Mr. Sciarrotta
e. Mrs. Flanagan	l. Mrs. Sutcliffe
f. Mrs. Locantore	m. Ms. Thress
g. Mrs. Milburn	

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

Mr. Sencindiver made the following motions:

-to approve those individuals on the list on file in the Main Office as volunteers/chaperones for the 2022-23 school year.

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

-to approve the following staff members to complete CPR training on Thursday, June 15, 2023 from 1:00 – 3:00 P.M as listed a-d:

- a. Miss Durante
- b. Mrs. McGilberry
- c. Mrs. Sutter
- d. Ms. Thress

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

-to approve the workshop/professional day request for Mr. Joshua Zagorski to attend, the “Strauss Esmay Educational Policy & School Law Seminar” on June 2, 2023 from 8:30 A.M. until 2:00 P.M. at the Brookdale Community College, Lincroft, N.J. at a cost to the Board for mileage.

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

-to approve the following application for facilities use as listed below:

- Riverton Borough Council to use the Gymnasium for a Meeting on June 20, 2023 from 5:00-9:00 PM.  
Responsible Person: Michelle Hack, Borough Clerk.

Seconded by Mr. Papenberg. Mr. Sencindiver asked if anyone knew what the gym was being used for by Riverton Borough and Mrs. Corbi stated they will be installing the new chief. Motion carried, all members voting aye.

-to approve the School/District HIB Grade Report posted on the District website.

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

-to approve the Riverton School District Mentoring Plan for the 2023-24 school year as submitted by the Superintendent and the Statement of Assurances signed by the Superintendent.

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

-to approve the Lead Testing Program Statement of Assurance (Non-testing year) for the school year 2022-23.

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

-to approve the Fire & Security Drill Report for the month of May 2023, as submitted by the Superintendent.

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

-to confirm the Student Council Snow Cone Fundraiser with Kona Ice of Haddonfield on May 1, 2023 after school on the blacktop. Responsible person: Doreen Walter.

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

-to confirm the third-grade visit and presentation on bees provided by Mrs. Hartery, beekeeper and swarm rescue person on May 11, 2023.

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

-to approve the 8th Grade participation in the "Park Clean Up in May" at the Riverton Memorial Park.

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

-to approve the 2023-24 PTO Theater Week from October 16 -20, 2023.

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

-to approve Resolution #3-23 the School Food Authority to School Food Authority Contract for the Food Service with Cinnaminson Board of Education to provide lunches for the 2023-24 school year for the 4 days/week at \$4.19/student meal with a commodity credit given of \$1.19/meal.

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

-to approve the price of school lunch to \$3.00/student meal and \$4.00/adult meal.

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

Mrs. Corbi made the following motion:

-to approve Service-Maintenance Contract with RFP through Educational Services Commission for telecommunication, paging, door access, camera and emergency strobe systems for \$5,767.08.

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

Mr. Sencindiver made the following motions:

-to approve Software Support Contract with Computer Solutions, Inc. for support, storage, and access at a monthly payment of \$397.00.

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

-to approve the contract with Websites Made EZ (John Miller) to provide technical support/professional development for the 2023-24 school year at an annual cost of \$15,024.00.

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

-to approve procurement of Goods and Services from the following list of approved State Contract Vendors for the 2023-24 school year as listed a-f:

<u>Vendor</u>	<u>Contract #</u>	<u>State Contract</u>
a. CDW-G	20-TELE-01511	Technology Supplies/Software
b. Dell Marketing	19-TELE-00656	Data Communications Equipment/Software Lic.
c. Pitney Bowes	41258	Mailroom Equipment
d. SHI-International	21-TELE-01360	Cloud Solution
e. Verizon Wireless	22-TELE-05441	Cell Phone
f. WB Mason	0000003	Office Supplies

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

-to approve the contract with the Greater Philadelphia YMCA to provide an after-school program (Primetime) for the 2023-24 school year.

Seconded by Mr. Papenberg. Mr. Sencindiver asked where the YMCA Primetime program is held with Mr. Zagorski answering that it's held in the Riverton School and care is provided by YMCA employees. Motion carried, all members voting aye.

-to approve LearnWell to provide academic services for 1 special education student 10 hours/week at \$44.75/hour.

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

-to approve the establishment of a Petty Cash Fund of \$200.00 for the 2023-24 school year to be administered according to the Board of Education policy #3451.

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

-to approve Educational Services Unit (ESU) to provide non-public services for the 2023-24 school year as listed a-c:

- a. Nursing
- b. Chapters 192/193
- c. IDEA

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

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

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

Mr. Papenberg made the following motion:

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

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

Mr. Sencindiver made the following motions:

-to approve the following resolution .....

Pursuant to NJAC 6A:23A-16.10(c) 4, we certify that as of April 30, 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 Mr. Papenberg. A roll call was taken with all members voting aye. Motion carried.

-to approve the payment of bills for May 24, 2023, in the amount of \$606,890.97.

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

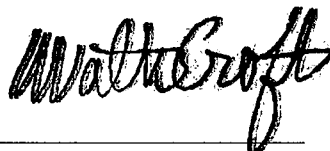
-to approve the transfers, as listed, in the amount of \$47,143.85 for April 2023.

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

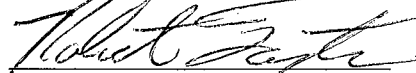
**EXECUTIVE SESSION:**

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 appointments and revised Staffing Pattern.

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. Papenberg, the Board adjourned to Executive Session at 8:25 p.m. for the purpose of discussing staff appointments and revised Staffing Pattern.

**PUBLIC SESSION:**

Upon a motion made by Mrs. Corbi seconded by Mr. Sencindiver, the Board reconvened to open Public Session at 8:39 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, Mrs. Corbi made the following motions:

-to approve the appointment of Mrs. Shannon Elwell as the Elementary Literacy Specialist for the 2023-24 school year.

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

-to approve the revised 2023-24 Staffing Pattern (copy in Board Folder) as presented by the Superintendent.

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

**DISCUSSION ITEMS:** None

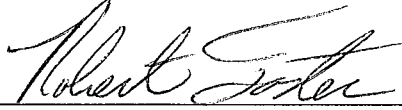
**INFORMATION ITEMS:** None

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

**ADJOURNMENT:**

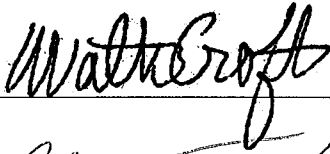
Hearing no further business, Mr. Elliot called for a motion to adjourn at 8:40 p.m.

Upon a motion made by Mr. Sencindiver, seconded by Mrs. Corbi, 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