

RIVERTON BOARD OF EDUCATION
MINUTES OF SEPTEMBER 26, 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 the 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	Joshua Zagorski, Superintendent
Mrs. Quinzi	Robert Foster, Business Administrator
Mr. Sencindiver (N.A.)	

PUBLIC SESSION:

Motion made by Mr. Papenberg, seconded by Mr. Elliot to accept the Secretary’s Minutes (Public & Executive) for the regular meeting on August 15, 2023 including the Public Hearing on the Student Safety Data Submission (SSDS) and Harassment, Intimidation, & Bullying (HIB) Reporting (Period #2).

Motion carried, all members voting aye.

CORRESPONDENCE: None

ADMINISTRATION REPORT:

Mr. Zagorski reported on the following items:

- Public Hearing/Reporting on Spring 2023 State Assessment: WIDA & Dynamic Learning Maps, NJSLA Math, ELA, & NJSLA Science
- High Impact Grant Submitted on 9/20/2023
- Part-Time Custodian
- Back-To-School Night – 9/21/23
- Adopt-a-Cop Program
- Shout Out to Palmyra - Recognition for “Increasing Equity in AP/IB Enrollment”

RECOGNITION OF CITIZENS FOR DISCUSSION OF AGENDA ITEMS: None

PTO: None

COMMITTEE REPORTS:

- a. **Personnel** – No report.
- 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 indicated Palmyra's previous Superintendent resigned and they have hired an interim. They are also going out to vote on a referendum this Fall.

OLD BUSINESS: None

NEW BUSINESS:

Based on the recommendation of the Superintendent Mr. Papenberg made the following motion:

-to approve the Mandated and District Report of testing that was administered during the 2022-23 school year.

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

Mr. Elliot 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 and the Statement of Assurance (SOA) regarding the Plan.

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

Mrs. Quinzi made the following motions:

-to approve the School/District Professional Development Plan for the 2023-24 School Year as prepared by all teachers and finalized by the School Improvement Plan Advisory Committee (ScIP) and the Professional Development activities as approved by the Superintendent.

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

Mrs. Matzelle made the following motions:

-to approve the observance of the Week of Respect scheduled for October 2-6, 2023 and approving activities for School Violence Awareness Week scheduled for October 16-20, 2023 and Red Ribbon Week scheduled for October 23-31, 2023.

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

-to approve Spirit Week for Grades 6-8 the week of October 10-13, 2023 with Spirit Night Activities from 6:00 – 8:00 P.M. on October 13, 2023 in the gym.

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

-to approve a presentation by BCIT to our 8th grade students on October 19th at 9:00 A.M.

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

-to approve a presentation to our 8th grade students from Rowan College at Burlington County (RCBC) on October 24, 2023 and a field trip to RCBC on March 26, 2024 as part of the College for A Day Program.

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

Mr. Elliot made the following motion:

-to approve the Riverton Bike Rodeo on October 21, 2023 from 10:00 A.M.- 12:00 P.M. held on the blacktop to support Red Ribbon Week and sponsored in part by the Riverton Police Department and the PTO. Responsible person Elizabeth Odd.

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

Mrs. Falicki made the following motion:

-to approve the Student Council Winter Formal Dance on December 1, 2023 from 6:00-8:00 P.M. for grades 6-8 in the gym.

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

Mr. Papenberg made the following motion:

-to approve the Holiday Concert to be held on December 7, 2023 at 7:00 P.M. in the gym.

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

Mrs. Wilburn made the following motion:

-to approve the 2023-24 school year participation in the Artome Art Show to promote our art program and as a fundraiser to be held on June 6, 2024 from 5:30 – 7:30 P.M.

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

Mr. Elliot made the following motion:

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

- Borough of Riverton to use the gym for a town meeting on October 11, 2023 from 5:00 – 10:00 P.M.
Responsible Person: Michelle Hack, Borough Clerk.

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

Mrs. Wilburn made the following motion:

-to approve the following class trips as listed below a-c:

- a. Third and Fourth grades to the Arden Theater to see BFG Big Friendly Giant. Prior to the play, classes will read the book in class. Students will compare the book to the play and experience a live performance;
- b. Kindergarten to Muddy Paws Farm to observe farm life;
- c. Eighth grade to YMCA of the Pines Camp (3 days) to observe animal/plant life and to develop and understanding of the Pinelands environment.

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

Mrs. Falicki made the following motion:

-to approve the following 8th grade fundraisers for the 2023-24 school year as listed a-e:

- a. After-school snack sales
- b. Movie nights
- c. Spring Dance (Bunny Hop-lower grades)
- d. Candygrams
- e. Dine and Donate Event (The Early Bird)

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

Mrs. Matzelle 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. Falicki, motion carried, all members voting aye.

-to approve using Title I funds in the amount of \$20,000.00 to pay the stipend amount to assigned teachers for after-school support.

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

Mr. Elliot made the following motions:

-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-p:

- | | |
|----------------------|--------------------|
| a. Ms. Bange | i. Mrs. McGilberry |
| b. Ms. Douglass | j. Mrs. Miller |
| c. Miss Durante | k. Ms. Pacione |
| d. Mrs. Elwell | l. Mrs. Park |
| e. Mrs. Flanagan | m. Mrs. Sutcliffe |
| f. Mrs. Karr-Parente | n. Ms. Swerdloff |
| g. Mrs. Locantore | o. Ms. Thress |
| h. Mr. McGee | p. Mrs. Walter |

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

-to approve the following individuals to be on the Special Education Parent Advisory Committee as listed a-f (Meeting dates TBD):

- a. Dr. Lorna Sullivan
- b. Miss Elizabeth Odd
- c. Mrs. Amy Pfeiffer
- d. Mrs. Lora Palazzolo
- e. Ms. Adrienne Kupper
- f. Mrs. Jennifer Alvarado

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

Mr. Papenberg made the following motion:

-to approve appointments for extra-curricular duties assigned by the Superintendent for the 2022-23 school year as listed a-h:

- a. Miss Emily Acito – Homework Club/Detention Gr. 3-5 Substitute
- b. Ms. Tara Bange – Homework Club/Detention (Gr 3-5)
- c. Mrs. Elizabeth Killion-Toro – Basketball Monitor & Homework Club/Detention Middle School
- d. Mr. Todd Klokis - Homework Club/Detention Middle School
- e. Mrs. Sandra Parker – Basketball Monitor
- f. Ms. Lauren Swerdloff – Homework Club/Detention Gr. 3-5 Substitute
- g. Mrs. Tiffany Williams – Basketball Monitor
- h. Mr. Dave Zaun – Basketball Monitor

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

Mr. Elliot made the following motions:

-to approve Mr. Robert Sciarrotta for summer IT hours (64.75 hrs) for a total of \$4,347.96.

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

-to approve the use of IDEA FY 24 funds towards Mrs. Kristen Schlindwein and Mrs. Andrea Zimmermann's salaries in the amount of \$3,459.00.

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

Mrs. Matzelle made the following motion:

-to approve payment to Mr. Scott Oswald for mentoring Mr. Joshua W. Zagorski in the amount of \$2,500.00 as part of the state mandated School Administrator Certification Program.

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

Mrs. Quinzi made the following motion:

-to approve reimbursement for Mr. Todd Klokis in the amount of \$295.00 for attending the Rutgers Alternate Route 50 Hour Pre-Service Course.

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

Mr. Papenberg made the following motion:

-to approve Mr. Joshua W. Zagorski as the School Safety Specialist for the 2023-24 school year.

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

Mr. Elliot made the following motion:

-to approve the following policy and regulation for 1st reading and adoption (*M*) (*NEW*) (*Suspend bylaw 0131*) as listed: a-b.

- a. Policy #2419 School Threat Assessment Teams
- b. Regulation # 2419 School Threat Assessment Teams

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

Mr. Papenberg made the following motions:

-to approve the following policy and regulation for 1st reading as listed a-b:

- a. Policy #1642.01 - Sick Leave
- b. Regulation #1642.01 - Sick Leave

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

-to approve those individuals on file in the main office as certified substitutes using Red Rover Substitute Service for the 2023-24 school year.

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

Mrs. Matzelle made the following motion:

-to approve those individuals listed on file in the Main Office to transport students in their personal vehicle for the 2023-24 school year.

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

Mr. Papenberg made the following motions:

-to approve those individuals on the list on file in the Main Office to use their personal vehicle for school related activities for the 2023-24 school year.

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

-to approve those individuals on the list on file in the Main Office as volunteers/chaperones for the 2023-24 school year.

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

-to approve the bus evacuation drill on October 12, 2023 for the 2023-24 school year.

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

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

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

Mr. Elliot made the following motions:

- to confirm the workshop/professional day requests as listed a-f:
- a. Mr. Joshua Zagorski to attend a workshop, "Restorative Practices for Educators" on December 5-6, 2023 from 8:30 A.M. until 4:30 P.M. at the International Institute for Restorative Practices, Bethlehem, PA at a cost to the Board of \$450.00 plus mileage and lodging;
 - b. Mr. Joshua Zagorski to attend a workshop, "AASA Transformational Leadership Consortium" on October 2, 2023 from 8:00 A.M. until 3:00 P.M. in Brigantine, New Jersey at a cost to the Board of mileage;
 - c. Mr. Robert Foster to attend professional development programs sponsored by NJASBO at a cost to the Board of \$1,050.00 plus mileage and BCASBO Roundtable meetings at a cost to the board of \$200.00 plus mileage. Schedule of dates and locations on file in the main office;
 - d. Dr. Lorna Sullivan, Mrs. Cathryn Browning, Ms. Elizabeth Odd to attend Professional/County Meetings/Workshops/IEP Meetings/Observations/Evaluations of out of district students, Crisis Team as scheduled at a cost to the Board for mileage;
 - e. Dr. Lorna Sullivan to attend a workshop, "Restorative Practices" on October 17, 2023 from 9:00 A.M. until 3:00 P.M. at BCSSD at a cost to the Board for mileage;
 - f. Mrs. Lindsay Bartuska to attend a workshop, "Literacy Interventions: Tools for your Toolbox" on January 9, 2024 from 9:00 A.M. until 3:00 P.M. at BCSSD at a cost to the Board for mileage.

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

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

- a. AED (Automated External Defibrillators) - June 2025
- b. Affirmative Action Plan Training
- c. Asthma
- d. Bloodborne Pathogen Exposure Prevention
- e. Child Abuse: Identification & Intervention
- f. Communicable Diseases
- g. Concussion Awareness
- h. Dyslexia
- i. EpiPen Delegate
- j. Eye Protection
- k. FERPA: Confidentiality of Records
- l. Glucagon
- m. Hazard Communications: Right to Understand
- n. HIB
- o. Medical Emergencies
- p. Online Safety: What Every Educator Needs to Know (CIPA)
- q. Playground Supervision
- r. Seizure/Epilepsy
- s. Student Drug and Alcohol Abuse
- t. Sudden Cardiac Arrest in Athletes
- u. Youth Suicide Awareness, Prevention & Postvention

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

Mrs. Wilburn made the following motion:

-to approve the following individuals to be on the School Safety/School Climate Team as listed a-e:

- a. Lorna Sullivan, District Anti-Bullying Specialist
- b. Joshua Zagorski, Superintendent
- c. Elizabeth Odd, Social Worker
- d. Dave Zaun, Health/PE Teacher
- e. Jacky Sutter, Michele DiMarino, School Nurses

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

Mr. Elliot made the following motion:

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

- a. Robert Foster, School Business Administrator
- b. Joshua Zagorski, Superintendent
- c. Lorna Sullivan, CST
- d. Michael Palladino, Facilities Manager
- e. Jacky Sutter, Michele DiMarino, School Nurses
- f. Dave Zaun, Health/PE Teacher

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

Mrs. Matzelle made the following motion:

-to approve the following individuals to be on the School Improvement Panel (ScIP) as listed a-f:

- a. Joshua Zagorski, Superintendent
- b. Lorna Sullivan, CST
- c. Christine Durante, 3rd Grade Teacher
- d. Dawn Locantore, 1st Grade Teacher
- e. Rose Allen, Middle School Teacher
- f. Kristin Park, Elementary Teacher

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

Mr. Papenberg made the following motion:

-to approve the Intervention & Referral Services (I&RS) Committee for the 2023-24 school year as listed a-h:

- a. Mr. Joshua Zagorski
- b. Dr. Lorna Sullivan
- c. Mrs. Lora Palazzolo (as needed)
- d. Mrs. Jaclyn Sutter/Mrs. Michele DiMarino
- e. Mrs. Kristin Park
- f. Ms. Elizabeth Odd (Social Worker as needed)
- g. Mrs. Shannon Elwell
- h. Classroom Teacher/Referring Teacher

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

Mr. Elliot made the following motion:

-to accept the following donations as listed a-c:

- a. Calvary Presbyterian Church -- Donation of Walmart gift card, lunch box and two book bags filled with school supplies;
- a. The Estate of John Mulhern -- Donation of \$5,000;
- b. Community Member -- Donation of 2 Student Bikes.

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

Mr. Papenberg made the following motion:

-to approve the Riverton Police Department Adopt-A-Cop Program for grades K-8 as organized by Riverton Police Department in consultation with the Superintendent including a donation of \$1,000 for classroom supplies for the 2023-24 school year.

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

Mrs. Falicki made the following motion:

-to approve the following 2023-24 tuition contracts as listed a-d:

- a. Burlington County Institute of Technology: 9 regular & special education students @ \$3,732.00 each;
- b. Hampton Academy: 1 special education student @ 64,330.20;
- c. Burlington County Special Services School District: 1 special education student @ \$57,010.00 and 2 special education students @47,740.00 each;
- d. Yale School: 1 special education student @ 75,524.40.

Seconded by Mr. Elliot. Mr. Croft inquired whether the tuition contracts on this resolution include transportation costs. Mr. Foster replied they do not. Motion carried, all members voting aye.

Mrs. Wilburn made the following motion:

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

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

Mr. Elliot made the following motion:

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

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

Mr. Papenberg made the following motion:

-to approve the following resolution

Pursuant to NJAC 6A:23A-16.10(c) 4, we certify that as of August 31, 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.

Mr. Elliot made the following motion:

-to approve the payment of bills for August 25, 2023 in the amount of \$54,547.27 and for September 27, 2023 in the amount of \$589,929.06.

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

Mr. Papenberg made the following motion:

-to approve the transfers, as listed in the amount of \$275,106.00 for August 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 the hiring of staff, CSA Professional Development Plan & Goals, teacher certification.

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 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 Mr. Elliot, seconded by Mr. Papenberg, the Board adjourned to Executive Session at 7:09 p.m. for the purpose of discussing hiring of staff, CSA Professional Development Plan & Goals, and teacher certification.

PUBLIC SESSION:

Upon a motion made by Mrs. Matzelle, seconded by Mrs. Wilburn, the Board reconvened to open Public Session at 7:30 p.m. Motion carried, all members voting aye.

ACTION TAKEN AS A RESULT OF DISCUSSION DURING EXECUTIVE SESSION:

Mr. Elliot made the following motions:

-to approve Mr. Bill Casale as a part-time custodian at the rate of \$14.13/hour for the 2023-24 School Year pending pre-employment requirements.

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 Mrs. Wilburn. A roll call was taken with all members voting aye. Motion carried.

Mrs. Wilburn made the following motion:

-to approve the Chief School Administrator's Professional Development Plan and goals.

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

DISCUSSION ITEMS: None

INFORMATION ITEMS: Board Review of Contracts

RECOGNITION OF CITIZENS: None

ADJOURNMENT:


Hearing no further business, Mr. Croft called for a motion to adjourn at 7:33 p.m.

Upon a motion made by Mr. Elliot, seconded by Mrs. Falicki, 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