

RIVERTON BOARD OF EDUCATION
MINUTES OF MAY 28, 2024
REGULAR MEETING

The regular meeting of the Riverton Board of Education was called to order by Mr. Croft at 6:35 p.m. in the Media Center at the school.

Mr. Croft led the salute to the flag, and read the following statement:

“On January 12, 2024, 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 (N.A.)	Mr. Croft, President
Mrs. Matzelle	Mr. Elliot, Vice President
Mr. Papenberg	Mr. Joshua Zagorski, Superintendent
Mrs. Quinzi	Mr. Robert Foster, School Board Secretary
Mr. Sencidiver (N.A.)	

PUBLIC SESSION:

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

Upon a motion made by Mrs. Corbi and seconded by Mr. Papenberg, the Board adjourned to the presentations and reception at 6:37 p.m.

Those honored at the reception were as follows:

New Staff:

- Ms. Madison Bryant – 4th Grade Teacher
- Ms. Joanna DiMiero – Kindergarten Teacher
- Ms. Jenna Feldman - Kindergarten Teacher

Staff Recognition:

- Mrs. Lena Sutcliffe – Retirement
- Ms. Katherine Pacione – Educator of the Year
- Ms. Elizabeth Odd – Educational Services Professional

PTO: Mrs. Jennifer Alvarado – Outgoing PTO President

7th & 8th Grade Battle of the Books Team

8th Grade Awards were also presented at this time.

May 28, 2024 Board Minutes

Motion made by Mrs. Corbi and seconded by Mr. Papenberg to reconvene the regular meeting at 8:02 p.m.

Motion made by Mr. Papenberg, and seconded by Mrs. Corbi to accept the Secretary's Minutes Public Budget Hearing and for the regular meeting (Public and Executive) on April 24, 2024.

Motion carried, all members voting aye.

CORRESPONDENCE: None

ADMINISTRATION REPORT:

Mr. Zagorski spoke about the following items:

- State Testing Complete
- Appreciation of PTO Support
- Preschool Update – “Community Survey” Flyer – How Many 3 & 4 Year Olds Attending Preschool
- New Hires – 3 Additional for 2024-25 School Year
- Due Process Mediation Update
- 8th Grade Awards - Criteria, Outside Community Awards, & Riverton School Committee Awards
- Educator of the Year/Ed Support Professional of the Year Celebration on 5/20/24
- Many Upcoming Events Including 8th Grade Trip to YMCA of the Pines on May 29-31 & 8th Grade Graduation – June 12, 2024
- Last Day of School – June 17, 2024 – 12:20 Dismissal

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** – No report.

OLD BUSINESS: None

NEW BUSINESS:

Based on the recommendation of the Superintendent Mrs. Wilburn made the following motions:

-to approve receipt and discussion of the Code of Ethics and the training provided by Parker McCay.

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

-to approve the appointment of Joshua W. Zagorski, Superintendent, for the 2024-25 (July 2024) 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. Papenberg. A roll call was taken with all members voting aye. Motion carried.

Mr. Papenberg made the following motion:

-to approve the appointment of Mr. Robert Foster, School Business Administrator for the 2024-25 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 Mrs. Wilburn. A roll call was taken with all members voting aye. Motion carried.

Mr. Elliot made the following motions:

-to approve the appointment of Michael Palladino for the 2024-25 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 2024-25 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 Mr. Papenberg, motion carried, all members voting aye.

-to approve the appointment of Dr. Anthony Bonett as the school physician for the 2024-25 school year, at a fee of \$1,500. and a fee schedule of \$40.00 per for necessary exams.

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

-to approve the appointment of Mr. Robert Sciarrotta as the School District Data Coordinator for the 2024-25 school year.

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

Mrs. Wilburn made the following motions:

-to approve the following appointments for the 2024-25 school year as listed below:

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

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

-to approve Ms. Elizabeth Odd as the School Climate State Coordinator for the 2024-25 school year.

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

-to approve the appointment of Thomas Egan as Treasurer of School Monies for the 2024-25 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 2024-25 school year.

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

-to approve the following revised policy for 1st reading as listed below:

- Policy #4433 - Vacations

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

Mr. Elliot made the following motion:

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

- Riverton Police Department to use the Gymnasium for a Town Meeting on May 7, 2024 from 6:30-9:00 PM.
Responsible Person: Chief Andrew Beuschel.

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

Mrs. Wilburn made the following motions:

-to approve/confirm the following workshop/professional days listed below as a-d:

- a. Mrs. Amy Penwell to attend a workshop, "Lessons for Today-A Symposium on Teaching the Holocaust" on May 13, 2024 at Stockton University at a cost to the Board for mileage;
- b. Mr. Todd Klokis to attend the World Council of Philadelphia Annual Model UN Conference for Middle School Seek on May 16, 2024 from 8:00 A.M. until 3:00 P.M. at a cost to the Board for mileage;
- c. Mrs. Amy Penwell to attend and present, "Speaking Your Piece: Keys to Impactful Public Statements" on May 30, 2024 at Harrah's Resort, Atlantic City, New Jersey from 8:00 AM – 4:00 PM at a cost to the Board for mileage;
- d. Mrs. Amy Penwell to attend a workshop, "Law for Librarians-Train the Trainer" on May 31, 2024-June 2, 2024 from 8:00 A.M. until 4:00 P.M. at the Double Tree Hilton O'Hare, Rosemont, IL. at no cost to the Board.

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

-to approve the nursing contracts to provide substitute nursing services "as needed" as listed a-c:

- a. Professional Medical Staffing at a rate of \$60.00/hour
- b. Newborn Nurses at a rate of \$65.00/hour (LPN), \$75.00/hour (RN)
- c. Bayada Nurses at a rate of \$80.00/hour

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

Mrs. Corbi made the following motion:

-to approve Dr. Lorna Sullivan to carry over 5 unused vacation days from the 2023-24 school year to be used by June 30, 2025.

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

Mrs. Wilburn made the following motion:

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

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

Mr. Elliot made the following motion:

-to approve the Fire & Security Drill Report for the month of May 2024, as submitted by the Superintendent.

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

Mrs. Wilburn made the following motion:

-to approve the 2024-25 PTO Theater Week from October 21-25, 2024.

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

Mr. Elliot made the following motions:

-to approve Resolution #2-24 the School Food Authority to School Food Authority Contract for the Food Service with Cinnaminson Board of Education to provide lunches for the 2024-25 school year for 4 days/week at \$4.64/student meal with a commodity credit given of \$1.64/meal for an estimated total cost of \$68,138.40.

Seconded by Mr. Papenberg. Mr. Elliot asked about the pricing for lunch. Mr. Foster confirmed the price for student lunch will remain at \$3.00 and the \$1.64 is a commodity credit offered for picking up food from USDA warehouses. Motion carried, all members voting aye.

-to approve Resolution #3-24 the School Food Authority Contract for the Food Service with Cinnaminson Board of Education to provide breakfast for the 2024-25 school year for the 5 days/week at \$1.85/student meal for an estimated cost of \$11,655.00.

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

-to approve the price of school breakfast for \$1.85/student meal and 2.85/adult meal.

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

Mrs. Wilburn made the following motions:

-to approve Service-Maintenance Contract with RFP through Educational Services Commission for telecommunication, paging, door access, camera and emergency strobe systems for \$5,880.48.

Seconded by Mr. Elliot. Mr. Croft asked if the price of the RFP contract is for the entire year, to which Mr. Foster confirmed that it is. Motion carried, all members voting aye.

-to approve Software Support Contract with Computer Solutions, Inc. for support, storage, and access at a monthly payment of \$400.00.

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

Mr. Elliot made the following motion:

-to approve the contract with Websites Made EZ (John Miller) to provide technical support/professional development for the 2024-25 school year at an annual cost of \$15,360.00.

Seconded by Mrs. Wilburn. Mr. Croft asked if the contract price for WebsitesMadeEZ has increased, to which Mr. Foster confirmed that the price has gone up roughly \$300. Motion carried, all members voting aye.

Mr. Papenberg made the following motions:

-to approve procurement of Goods and Services from the following list of approved State Contract Vendors for the 2024-25 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	24-TELE-71883	Data Communications Equipment/Software Licensing
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. Wilburn, motion carried, all members voting aye.

-to approve the contract with the Greater Philadelphia YMCA to provide an after-school program (Primetime) for the 2024-25 school year.

Seconded by Mrs. Wilburn. Mr. Croft asked if the YMCA program was held at Sacred Heart, to which Mr. Zagorski replied it is held here in the Riverton School. Motion carried, all members voting aye.

Mrs. Wilburn made the following motion:

-to approve the establishment of a Petty Cash Fund of \$200.00 for the 2024-25 school year to be administered according to the Board of Education policy #6620.

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

Mrs. Corbi made the following motion:

-to approve Educational Services Unit (ESU) to provide non-public services for the 2024-25 school year as listed a-c:

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

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

Mr. Papenberg made the following motion:

-to approve the Special Payrolls for hourly, per diem, and substitute employees for April 2024.

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

Mr. Elliot made the following motion:

-to approve the Board Secretary's and Treasurer's Reports for April 2024, in balance.

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

Mrs. Wilburn made the following motion:

-to approve the following resolution

Pursuant to NJAC 6A:23A-16.10(c) 4, we certify that as of April 30, 2024, 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. Corbi. A roll call was taken with all members voting aye. Motion carried.

Mr. Papenberg made the following motion:

-to approve the payment of bills for May 29, 2024, in the amount of \$649,785.32.

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

Mr. Elliot made the following motion:

-to approve the transfers, as listed, in the amount of \$33,043.74 for April, 2024.

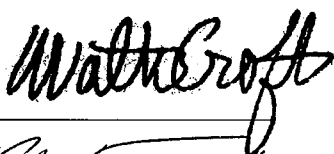
Seconded by Mrs. Wilburn, motion carried, all members voting aye.

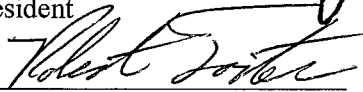
RECOGNITION OF CITIZENS FOR COMMENT ON ITEMS NOT ON THE AGENDA: None

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 hiring staff, staff leave, staff resignation, Business Administrator contract, and student 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. Elliot, seconded by Mrs. Corbi, the Board adjourned to Executive Session at 8:24 p.m. for the purpose of discussing the hiring of staff, staff leave, staff resignation, Business Administrator contract, and student HIB cases.

PUBLIC SESSION:

Upon a motion made by Mr. Elliot seconded by Mrs. Corbi, the Board reconvened to open Public Session at 8:40 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 unpaid Intermittent leave of absence for Mrs. Jaclyn Sutter for the 2023-24 school year.

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

-to approve Ms. Rebecca Hill for leave under the Family and Medical Leave Act beginning May 13 2024.

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

-to accept the resignation of Mrs. Danielle Milburn as of June 30, 2024.

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

-to approve the appointment of Ms. JennaFeldman as a Kindergarten Teacher at the salary of \$56,724. (Step 2) per the current REA agreement for the 2024-25 School Year.

Seconded by Mr. Elliot. Mr. Zagorski clarified that Ms. Feldman will start at Step 2 because she has 1 year of experience with the Maple Shade School District. Motion carried, all members voting aye.

-to approve the appointment of Ms. JoAnna DiMiero as a Kindergarten Teacher at the salary of \$55,724. (Step 1) per the current REA agreement for the 2024-25 School Year.

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

-to approve the appointment of Madison Bryant as a 4th Grade Teacher at the salary of \$57,724. (Step 3) per the current REA agreement for the 2024-25 School Year.

Seconded by Mr. Papenberg. Mr. Zagorski clarified that Ms. Bryant will start at Step 3 because she has 2 years of experience with Collingswood Schools. Motion carried, all members voting aye.

Mr. Elliot made the following motion:

-to approve the contract with Mr. Robert Foster, School Business Administrator/Board Secretary from July 1, 2024 until June 30, 2025.

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

Mrs. Corbi made the following motion:

-to approve the revised 2024-25 Staffing Pattern (copy in Board Folder) as presented by the Superintendent.

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

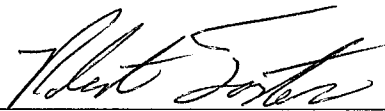
DISCUSSION ITEMS: None

INFORMATION ITEMS: None

ADJOURNMENT:

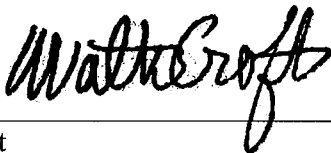
Hearing no further business, Mr. Croft called for a motion to adjourn at 8:44 p.m.

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