

RIVERTON BOARD OF EDUCATION
MINUTES OF JUNE 25, 2024
REGULAR MEETING

The regular meeting of the Riverton Board of Education was called to order by Mr. Croft at 6:31 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 | 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 | |

PUBLIC SESSION:

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

Upon a motion made by Mrs. Wilburn and seconded by Mrs. Corbi, the Board adjourned to the presentations and reception at 6:35 p.m.

Mr. Zagorski and Mr. Croft presented students with honor pins and congratulated them on their hard work and success.

Upon completion of the presentations everyone was invited to enjoy refreshments at 6:50 p.m.

Motion made by Mrs. Corbi and seconded by Mr. Papenberg to reconvene the regular meeting at 7:10 p.m.

At this time Mr. Zagorski gave a presentation on the expansion of the Preschool Program for the 2024-25 school year. Upon completion of the presentation the meeting proceeded with the acceptance of the May28, 2024 Secretary’s minutes.

Motion made by Mr. Elliot, and seconded by Mrs. Corbi to accept the Secretary’s Minutes for the regular meeting (Public and Executive) on May 28, 2024.

Motion carried, all members voting aye.

CORRESPONDENCE: A student thank you was read.

June 25, 2024 Board Minutes

ADMINISTRATION REPORT:

Mr. Zagorski spoke about the following items:

- 8th Grade Graduation Ceremony & Reception Successful
- Field Days Successful
- Curricular Updates
- Riverton School Safe Return to School Plan
- District Goals
- Annual Review of Contracts
- CSA Evaluation

RECOGNITION OF CITIZENS FOR DISCUSSION OF AGENDA ITEMS: Mrs. Schlindwein read a letter from parents regarding the Middle School Math program at Riverton School.

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 detailed Palmyra's 6/12 Board Meeting. She mentioned the discussion of the exciting Referendum upgrades to be made. She also reviewed the senior showcase and the selection of student representatives, both of which highlighted some Riverton students

OLD BUSINESS: None

NEW BUSINESS:

Based on the recommendation of the Superintendent Mrs. Corbi made the following motion:

-to approve the Riverton School District Plan for Safe Return to In-Person updated June 2024.

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

Mr. Elliot made the following motions:

-to approve the Riverton School District Chapter 27 Emergency Virtual and Remote Safe Return Plan to School updated June, 2024.

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

- to approve District Goals for the 2024-25 School Year written by the Superintendent as listed a-c:
 - a. Goal 1: Achieving Educational Equity for All Students
 - b. Goal 2: Promoting Social-Emotional Learning for All Students & Staff
 - c. Goal 3: Fostering Student Growth and Achievement for Excellence

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

Mrs. Wilburn made the following motion:

- to approve the progress of Superintendent Goals from the 2023-24 School Year.

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

Mrs. Corbi made the following motions:

- to approve the Alternative Bathroom Plan for 2024-25 school year for Kindergarten students in Rooms 103 and 104.

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

- to accept the recommendation of the Superintendent in regard to HIB Investigation Case #8, #9, #10.

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

Mr. Sencindiver made the following motions:

- to approve the Language Instruction Educational Program (LIEP) Three-Year Plan for the school years 2024-27.

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

- to approve Ms. Emily Young as a Speech Specialist Substitute to provide summer speech services at the rate of \$55.00/hour.

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

- to approve Mrs. Michele DiMarino, Mrs. Jaclyn Sutter and Bayada Nursing as summer certified nurses during summer student activities at the contracted rate and hours as assigned by the Superintendent.

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

- to approve the following extended school year program as recommended and listed a-b:
 - a. Student 7983964935 to attend ESY at BCSSD July 8 – August 5, 2024;
 - b. Student #7407765379 to attend ESY YALE School, Ellisburg July 8 – August 16, 2024.

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

- to confirm the workshop/professional day requests as listed below:

Dr. Lorna Sullivan to attend the BCASA Women’s Group, “Women in Leadership Conference” on July 17, 2024, from 8:30AM until 3:00 PM at the Maple Shade School, Maple Shade, New Jersey at a cost to the Board for mileage.

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

Mrs. Corbi made the following motion:

-to approve staff for summer curriculum work at the contracted rate as assigned by the Superintendent and listed as a-n:

- | | |
|----------------------|---------------------|
| a. Rosemary Allen | h. Samantha Miller |
| b. Tara Bange | i. Kristin Park |
| c. Anne Devonshire | j. Amy Pfeiffer |
| d. Christine Durante | k. Lauren Swerdloff |
| e. Alyson Flanagan | l. Heather Thress |
| f. Todd Klokis | m. Doreen Walter |
| g. Dawn Locantore | n. Dave Zaun |

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

Mr. Sencindiver made the following motions:

-to approve Summer Enrichment Tutoring and the following teachers assigned by the Superintendent as listed a-f:

- | | |
|----------------------|---------------------------|
| a. Emily Acito | d. Elizabeth Killion-Toro |
| b. Rosemary Allen | e. Katherine Pacione |
| c. Christine Durante | f. Heather Thress |

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

-to approve the following teachers to provide assistance to the STEM Education LLC Summer Camp as listed a-b:

- a. Ms. Lauren Swerdloff
- b. Mr. Dave Zaun

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

-to approve the appointment of Joshua W. Zagorski, Superintendent, for the 2024-25 school year as the District’s Affirmative Action Officer and as such, Mr. Zagorski will serve as the District’s Chief Equity Officer as required by N.J.A.C. 6:4-1.3.

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

-to approve the appointment of the Affirmative Action Team (listed below) for the 2024-25 school years as listed a-g:

- | | |
|----------------------|-----------------------------|
| a. Joshua Zagorski* | f. Michele Farr |
| b. Robert Foster | g. Robert Sciarrotta |
| c. Lorna Sullivan | |
| d. Christine Durante | *Affirmative Action Officer |
| e. PTO Member | |

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

-to approve the continued LDTC shared service agreement with Springfield School District for the 2024-25 School year at the rate of \$493.01/day for 40 days at a total of \$19,720.40.

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

-to approve the request to allow the Superintendent to fill any vacant position for the 2024-25 school year with a qualified candidate who holds, if position warrants, permanent NJ Certificate and whose references are suitable prior to the next regular scheduled Board of Education meeting. The Board will take action to approve/confirm the recommended candidate at their next regular scheduled meeting.

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

-to approve Amazing Transformations to provide BCBA services 3 hours/week at the rate of \$115.00/hour.

Seconded by Mr. Papenberg. Mr. Croft asked if the BCBA services were provided weekly. Mr. Zagorski answered that they're provided on an as-needed basis. Motion carried, all members voting aye.

-to approve Red Rover Substitute Service for the 2024-25 school year with an annual fee of \$1,822.08.

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

Mrs. Corbi made the following motion:

-to approve the following revised policy for 2nd ready and adoption as listed below:

- Policy #4433 – Vacations

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

Mr. Sencindiver made the following motion:

-to approve payment for unused vacation days for the 2023-24 school year as listed a-b:

- a. Staff #1043 3 days \$620.10
- b. Staff #1028 4 days \$953.28

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

Mrs. Corbi made the following motion:

-to approve the payout of 191 unused Sick Days to staff #1004 at the rate of \$40/day for a total of \$7,640.

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

Mr. Sencindiver made the following motions:

-to approve the Fire & Security Drill Report for the month of June 2024, and the Security Drill Statement of Assurance for the 2023-24 school year as prepared and submitted by the Superintendent.

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

-to approve the signatories for the Board of Education bank accounts, effective July 1, 2024, 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. Papenberg, motion carried, all members voting aye.

-to approve the FY2025 IDEA grant application as prepared by Dr. Lorna Sullivan, School Psychologist and the Superintendent.

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

-to approve the submission of the FY2025 Elementary and Secondary Education Act (ESEA) Consolidated Subgrant application as listed a-d:

- a. Title IA \$38,314.00
- b. Title IIA \$ 7,218.00 (\$476.00) Orchard Friends
- c. Title IV \$10,000.00 (\$659.00) Orchard Friends
- d. Refusal of Title III \$853.00

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

-to accept the New Jersey High Impact Tutoring Grant for the 2023-24 school year in the amount of \$27,387.00.

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

-to approve the formal request to Riverton Borough for the general fund and tax levy payments for the 2024-25 year payable over twelve months on the first of every month as listed below:

- General Fund – \$5,995,573.00

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

Mr. Elliot made the following motion:

-to approve the appropriation of FY2024-25 Stabilized School Budget Aid to the following accounts:

Revenue:

- 10-3249 Stabilized School Budget Aid: \$52,261

Expenditure:

- 11-000-266-300 Security Purchased Services: \$32,261
- 11-000-266-610 Security Supplies: \$20,000

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

Mr. Sencindiver made the following motions:

-to approve Resolution #4-24 as stated below:

Pursuant to PL 2015, Chapter 47, the Riverton Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, NJ Title 18A:18. et seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part 200 as listed a-yy:

- | | |
|--|---|
| a) Amazing Transformations LLC | aa) NJ Tutoring Corps, Inc. |
| b) The Barclay Group | bb) Newborn Nursing Services |
| c) Bayada Home Health Care, Inc | cc) Palmyra Board of Education |
| d) Brett DiNovi & Associates, LLC | dd) Parker McCay P.A. |
| e) Burlington County Institute of Technology | ee) Professional Medical Staffing Services |
| f) Burlington County Special Services School District | ff) RFP Solutions |
| g) Cambridge School | gg) Riverton Borough MOA with Law Enforcement |
| h) CASA Payroll Service | hh) SAIF |
| i) Cinnaminson Board of Education | ii) Soliant Health, LLC |
| j) Colonial Life | jj) Springfield Township BOE |
| k) Comcast | kk) STEM Education LLC |
| l) Computer Solutions Inc. | ll) Strauss Esmay |
| m) Delta Dental of N.J. | mm) Symetra Life Insurance |
| n) Dr. Anthony Bonett | nn) TBS Services |
| o) Educational Consortium for Telecommunications Savings | oo) The Teneo Group LLC |
| p) Educational Services Commission of N.J. | pp) Toshiba Business Solutions |
| q) Educational Services Unit | qq) TSA Consulting Group |
| r) Frontline Technologies Group LLC | rr) Verderame & Sons |
| s) Genesis Educational Services | ss) Verizon Wireless |
| t) Hampton Academy | tt) Waste Management of NJ, Inc. |
| u) Heartland School Solution | uu) Websites Made EZ |
| v) Hewitt Psychiatric, PC | vv) Wolfschmidt Plumbing, Heating & Cooling |
| w) Hunterdon County Educational Services Commission | ww) Xtel Communications |
| x) Inverso & Stewart | xx) Y.A.L.E. School, Inc. |
| y) John Gibson Martin Architect | yy) YMCA – Prime Time |
| z) Joseph Rainer | |

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

-to approve the attached Resolution #5-24 to transfer unanticipated current year surplus in an amount not to exceed \$400,000 total into the Maintenance/Capital Reserve account at year end.

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

-to approve the attached Resolution #6-24 to transfer unanticipated current year surplus in an amount not to exceed \$96,000 total into the Tuition Reserve Account at year end.

Seconded by Mr. Elliot. Mr. Sencindiver sought clarity on the amounts in reserves for items 31 and 32. Mr. Foster responded that \$400,000 is higher than anticipated because of guidance from the county. Mr. Foster also indicated we max our Tuition Reserve annually. A roll call was taken with all members voting aye. Motion carried.

-to approve the transfer of Maintenance Reserve interest of \$1,744.78 (July 2023 - May 2024) to the general account. June's interest will be transferred in July.

Seconded by Mr. Elliot. Mr. Sencindiver asked if the transfer of Maintenance Reserve is a true-up. Mr. Foster responded that yes, interest is transferred out of Maintenance Reserve because we are capped at the amount in our Comprehensive Maintenance Plan, so all interest is moved into the General Fund to ensure we do not exceed our capped amount. Motion carried, all members voting aye.

Mr. Elliot made the following motion:

-to approve the annual assessment of \$75,300.00 for the 2024-25 school year for insurance coverage (7/1/24 – 6/30/25) through School Alliance Insurance Fund (SAIF) (increase 2.8%).

Seconded by Mrs. Wilburn. Mr. Sencindiver asked what type of insurance coverage this is for. Mr. Foster replied that it's our Property & Casualty Insurance. Mr. Sencindiver commented on 2.8% being a low number for an increase, to which Mr. Foster replied that's correct. We typically see anywhere from an 8 - 12% increase year over year.

Mr. Sencindiver made the following motions:

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

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

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

Seconded by Mr. Papenberg, 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 May 31, 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 Mr. Papenberg. A roll call was taken with all members voting aye. Motion carried.

-to approve the payment of bills for May 31, 2024, in the amount of \$164,016.12 and for June 26, 2024 in the amount of \$581,171.07.

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

-to approve the transfers, as listed, in the amount of \$91,566.49 for May, 2024, and to authorize transfers through July 31, 2024 to be ratified and affirmed at the next Board of Education meeting.

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

-to approve payment of bills for the months of July and August on approval by the Superintendent and one member of the Finance Committee and to be ratified and affirmed at the next Board of Education meeting.

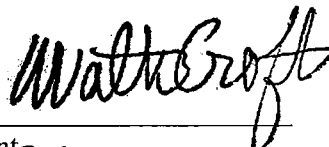
Seconded by Mr. Papenberg, motion carried, all members voting aye.

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 approval of the CSA Evaluation and staffing.

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 7:38 p.m. for the purpose of discussing the approval of the CSA Evaluation and staffing.

PUBLIC SESSION:

Upon a motion made by Mr. Sencindiver seconded by Mrs. Corbi, the Board reconvened to open Public Session at 8:09 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 accept the resignation of Mrs. Sandra Parker as of June 30, 2024.

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

-to approve the revised Staffing Pattern for the 2024-25 School Year.

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

Mr. Elliot made the following motion:

-to approve the Annual CSA Evaluation.

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

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DISCUSSION ITEMS: None

INFORMATION ITEMS: None

ADJOURNMENT:

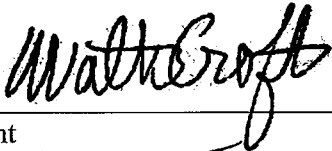
Hearing no further business, Mr. Croft called for a motion to adjourn at 8:11 p.m.

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