

RIVERTON BOARD OF EDUCATION
MINUTES OF MAY 27, 2025
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 Gym at the school.

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

“On January 10, 2025, 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. Alvarado	Mrs. Wilburn
Mrs. Corbi	Mr. Croft, President
Mrs. Falicki	Mrs. Matzelle, Vice President
Mr. Papenberg	Joshua Zagorski, Superintendent
Mrs. Quinzi	Robert Foster, Business Administrator
Mr. Riley	

Mr. Croft asked for a motion to adjourn to the presentations and reception for the May Students of the Month, Staff Recognition, and 8th Grade Awards.

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

Those honored at the reception were as follows:

May Students of the Month – SEL - Problem Solving

Staff Recognition:

- Mr. Charles McGee – 20 Years of Service
- Mr. Robert Sciarrotta – 20 Years of Service
- Mrs. Michele Farr – 25 Years of Service & Retirement
- Miss Christine Durante – 35 Years of Service
- Mrs. Terrye McGilberry – 35 +1 Years of Service
- Mrs. Anne Devonshire – Educator of the Year
- Mrs. Tiffany Williams – Educational Services Professional

8th Grade Awards

Upon completion of the Student of the Month Presentations, Staff Recognition, and 8th Grade Awards a motion was made by Mrs. Corbi and seconded by Mr. Papenberg to reconvene to Public Session at 7:45 p.m.

PUBLIC SESSION:

Motion made by Mrs. Quinzi, seconded by Mrs. Corbi to accept the Secretary's Minutes (Public and Executive) for the regular meeting on April 29, 2025.

Motion carried, all members voting aye.

CORRESPONDENCE: None**ADMINISTRATION REPORT:**

Mr. Zagorski reported on the following items:

- State Testing
- Shout Out to PTO for Year-long Support
- Shout Out to Mrs. Frankenfield – Arbor Day Celebration
- Shout Out to Mr. Zaun – Field Day for 5th through 8th Grades
- Shout Out to Mrs. Penwell – Battle of the Books – 3rd through 5th Grades
- Interest in Middle School Soccer & Drama being added to Palmyra S.D.
- After School Program - “Unplugged” – Calvary Church
- 8th Grade Awards
- Burlington County Educator of the Year – Mrs. Devonshire & Educator Support of the Year – Mrs. Williams
- 3D Model for Strategic Planning from NJSBA

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 received a \$25K donation and also appointed a new Superintendent, Mrs. Norton.

OLD BUSINESS: None

NEW BUSINESS:

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

-to approve the appointment of Joshua W. Zagorski, Superintendent, for the 2025-26 (July 2025) 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 2025-26 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. Alvarado. A roll call was taken with all members voting aye. Motion carried.

Mrs. Corbi made the following motion:

-to approve the appointment of Michael Palladino for the 2025-26 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.

Mr. Papenberg made the following motion:

-to approve the appointment of Dr. Lorna Sullivan for the 2025-26 school year as listed a-g:

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

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

Mrs. Wilburn made the following motion:

-to approve the appointment of Dr. Anthony Bonett as the school physician for the 2025-26 school year, at a fee of \$1,500. and a fee schedule of \$40.00 per for necessary exams.

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

Mr. Papenberg made the following motion:

-to approve the appointment of Mr. Robert Sciarrotta as the School District Data Coordinator for the 2025-26 school year.

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

Mrs. Corbi made the following motion:

-to approve the following appointments for the 2025-26 school year as listed below:

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

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

Mrs. Alvarado made the following motion:

-to approve Mrs. Elizabeth Almeida as the School Climate State Coordinator for the 2025-26 school year.

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

Mr. Papenberg made the following motion:

-to approve the appointment of Thomas Egan as Treasurer of School Monies for the 2025-26 school year.

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

Mrs. Alvarado made the following motion:

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

- | | |
|---------------------------|----------------------|
| a. Rose Allen | i. Dawn Locantore |
| b. Anne Devonshire | j. Kristin Park |
| c. Joanna DiMiero | k. Amy Penwell |
| d. Christine Durante | l. Robert Sciarrotta |
| e. Shannon Elwell | m. Lauren Swerdloff |
| f. Jenna Feldman | n. Shannon Vasile |
| g. Elizabeth Killion-Toro | o. Dave Zaun |
| h. Todd Klokis | |

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

Mrs. Corbi made the following motion:

-to approve Title I Summer Tutoring and the following teachers at the contracted rate as assigned by the Superintendent as listed a-j:

- | | |
|-------------------------|----------------------------|
| a. Emily Acito | ff. Elizabeth Killion-Toro |
| b. Rosemary Allen | gg. Lauren Swerdloff |
| c. Christine Durante | hh. Heather Thress |
| d. Jenna Feldman | ii. Shannon Vasile |
| e. Rebecca Karr-Parente | j. Doreen Walter |

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

Mrs. Wilburn made the following motion:

-to approve Mr. Charles McGee for the extra-curricular position of YMCA of the Pines Advisor for the 2024-25 school year.

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

Mrs. Corbi made the following motions:

-to approve the revised school calendar for the 2024-25 school year as listed a-b:

- a. June 3, 2025 – Full day of school
- b. June 10, 2025 – 12:20 p.m. Dismissal (*Rescheduled Primary Election*)

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

-to accept the recommendation of the Superintendent in regards to the HIB Investigation Case #9 and Case #11.

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

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

- Mr. Joshua Zagorski to attend a workshop, “Civil Rights, the DOE and the Role of Advocacy” on May 21, 2025 from 12:00 pm until 2:00 pm at the Cozen O’Connor One Liberty Place at a cost to the Board for mileage, tolls and parking;

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

Mrs. Alvarado made the following motion:

-to approve carrying over 5 unused vacation days for Staff member #1039 from the 2024-25 school year to be used by June 30, 2026.

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

Mr. Papenberg made the following motion:

-to approve interested middle school students to participate in the following Palmyra School District activities for the 2025-26 school year at a cost per student of \$200.00 as listed a-f:

- a. Palmyra High School's Marching Band (grades 7-8)
- b. Palmyra High School's Color Guard (grades 7-8)
- c. Palmyra Middle School Field Hockey Team (grades 6-8)
- d. Palmyra Middle School Wrestling (grades 6-8)
- e. Palmyra Middle School Soccer (grades 6-8)
- f. Palmyra Players Drama Club (grades 6-8)

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

Mrs. Alvarado made the following motion:

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

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

Mr. Papenberg made the following motion:

-to approve the Fire & Security Drill Report for the month of May 2025, as submitted by the Superintendent.

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

Mrs. Wilburn made the following motion:

-to approve Resolution #2-25 the School Food Authority to School Food Authority Contract for the Food Service with Cinnaminson Board of Education to provide lunches for the 2025-26 school year for 4 days/week at \$4.38/student meal with a commodity credit given of \$1.38/meal for an estimated total cost of \$76,269.60. School Breakfast will be served 5 days/week at \$2.00/student meal for an estimated total cost of \$9,000.00

Seconded by Mrs. Corbi. Mr. Croft reached out to confirm how frequently we raise lunch prices given the general increases in costs of food/etc. Mr. foster indicated this year is the first time we've raised lunch prices in a few years at the recommendation of Cinnaminson, who is raising their prices by \$0.15 per meal for both breakfast and lunch. Motion carried, all members voting aye.

Mrs. Alvarado made the following motion:

-to approve the price of school lunch to \$3.15/student meal and \$4.15/adult meal.

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

Mrs. Wilburn made the following motion:

-to approve the price of school breakfast for \$2.00/student meal and 3.00/adult meal.

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

Mrs. Corbi made the following motion:

-to approve the 2024-25 tuition contract with Willingboro for 1 student at \$6,224.37 (Receiving) effective 3/14/2025.

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

Mr. Papenberg made the following motion:

-to approve the Services Contract with Camden County Educational Services Commission for the 2025-26 school year.

Seconded by Mrs. Quinzi. Mr. Croft asked what the purpose of the General Services contract with CCECSC is. Mr. Foster detailed that we mainly utilize the agreement to transport out of district students, but we utilize it in the same way we use Educational Services Unit (Burlington County) if they are unable to provide a certain service. Motion carried, all members voting aye.

Mrs. Wilburn made the following motion:

-to approve the contract with LearnWell for 10 hours/week of home instruction services for student #6243683064 at the rate of \$54.25/hour for the 2024-25 school year.

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

Mrs. Quinzi 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 \$5,880.48.

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

Mrs. Corbi made the following motions:

-to approve Software Support Contract with Computer Solutions, Inc. for support, storage, and access at a monthly payment of \$403.00.

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

-to approve procurement of Goods and Services from the following list of approved State Contract Vendors for the 2025-26 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	24-COMG-78752	Office Supplies

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

-to approve the contract with Websites Made EZ (John Miller) to provide technical support/professional development for the 2025-26 school year at an annual cost of \$15,360.00.

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

Mrs. Quinzi made the following motion:

-to approve the contract with the Greater Philadelphia YMCA to provide an after-school program (Primetime) for the 2025-26 school year.

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

Mr. Papenberg made the following motions:

-to approve the establishment of a Petty Cash Fund of \$200.00 for the 2025-26 school year to be administered according to the Board of Education policy #6620 Petty Cash.

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

-to approve the Special Payrolls for hourly, per diem, and substitute employees for April 2025.

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

-to approve the Board Secretary's and Treasurer's Reports for April 2025, in balance.

Seconded by Mrs. Wilburn, 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 April 30, 2025, 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. Quinzi. A roll call was taken with all members voting aye. Motion carried.

-to approve the payment of bills for May 28, 2025, in the amount of \$631,461.19.

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

-to approve the transfers, as listed, in the amount of \$29,413.40 for April 2025.

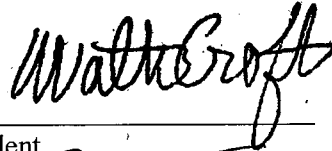
Seconded by Mrs. Corbi, motion carried, all members voting aye.

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 the Business Administrator's contract 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 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 Mrs. Wilburn, seconded by Mrs. Alvarado, the Board adjourned to Executive Session at 8:27 p.m. for the purpose of discussing the Business Administrator's contract and staffing.

PUBLIC SESSION:

Upon a motion made by Mrs. Corbi, seconded by Mrs. Quinzi, the Board reconvened to open Public Session at 8:37 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 contract with Mr. Robert Foster, School Business Administrator/Board Secretary from July 1, 2025 until June 30, 2026.

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

-to approve the termination of Mr. William Casale, Night Custodian (Part-Time) per recommendation of the Superintendent.

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

Mr. Riley made the following motion:

-to accept the resignation of Ms. Madison Bryant as of June 30, 2025.

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

Mrs. Wilburn made the following motion:

-to approve the revised 2024-25 and 2025-26 Staffing Pattern (copy in Board Folder) as presented by the Superintendent.

Seconded by Mrs. Corbi. A roll call was taken with all members voting aye. Motion carried.

Mrs. Corbi made the following motion:

-to approve the NJSBA 3D Model for a Strategic Plan.

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

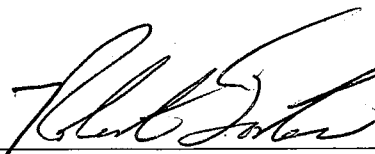
DISCUSSION ITEMS: Mr. Croft reminded the board members about completing their Board Self Evaluation and CSA Evaluations prior to our June 10th internal deadline.

INFORMATION ITEMS: CSA & BOE Self Evaluation

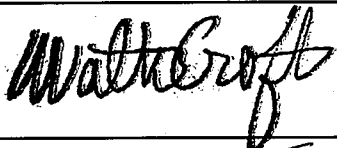
ADJOURNMENT:

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

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