



**Riverton Public School District
600 Fifth Street
Riverton, NJ 08077**



**RIVERTON BOARD OF EDUCATION
MINUTES OF SEPTEMBER 23, 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 gymnasium at the school.

I. FLAG SALUTE

Mrs. Matzelle 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.”

II. ROLL CALL

The following were present:

Mrs. Alvarado	Mrs. Wilburn
Mrs. Corbi	Mr. Croft, President (N.A.)
Mrs. Falicki	Mrs. Matzelle, Vice President
Mr. Papenberg	Joshua Zagorski, Superintendent
Mrs. Quinzi	Robert Foster, Business Administrator
Mr. Riley	

III. PUBLIC HEARING:

Mrs. Matzelle opened the meeting at 6:35 p.m. to a Public Hearing on the School Self-Assessment Grade for the Anti-Bullying Bill of Rights, the District and School Grade Report and any additional information for the HIB Self-Assessment.

At this time the hearing was opened to the public for discussion while Mr. Zagorski explained the School Self-Assessment and HIB Self-Assessment Grades.

Upon hearing no further discussion, Mrs. Matzelle closed the Public Hearing on the School Self-Assessment Grade for the Anti-Bullying Bill of Rights, the District and School Grade Report and any additional information for the HIB Self-Assessment at 6:45.

IV. ACCEPTANCE OF SECRETARY’S MINUTES:

Motion made by Mrs. Corbi, seconded by Mrs. Wilburn to accept the Secretary’s Minutes (Public & Executive) for the regular meeting on August 19, 2025 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.

V. CORRESPONDENCE: None

VI. ADMINISTRATION REPORT:

Mr. Zagorski reported on the following items:

- Spring 2025 State Assessment Data (Including WIDA Results)
- QSAC Numbers – Fell Below 80% in I & P – State Testing Growth & Scores
- Math & ELA Interventionists Screening all K-5 Students in Math & ELA
- Partnering with RCBC to host RCBC's College for a Day Program in the Spring
- Partnering with Riverton PD – Adopt a Cop Program
- Annual Bike Rodeo in October
- School Safety Specialist – Mr. Zagorski - 10 Hours of Training
- Mr. Hoff – Boys Basketball Coach – Supported by Volunteers for Girls Basketball Team
- Breakfast for Students - \$2.00 – Flyers/Reminders to Community
- Back to School Night - Well Attended

VII. RECOGNITION OF CITIZENS FOR DISCUSSION OF AGENDA ITEMS: None

VIII. PTO: None

IX. 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 relayed information from Palmyra's BOE 9/10/25 meeting. She indicated that state testing scores saw a rise in ELA and Math from the previous year. Palmyra High School saw 100% of students graduate last year, which is always good news. Finally, referendum projects are moving along nicely and are slated to be completed by November 2025.

X. OLD BUSINESS: None

XI. NEW BUSINESS:

Based on the recommendation of the Superintendent:

XII. CURRICULUM:

A. Mrs. Alvarado made the following motion:

-to approve the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act as submitted by Dr. Sullivan, District Anti-Bullying Coordinator and the Statement of Assurances signed by the Superintendent.

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

B. Mrs. Wilburn made the following motion:

-to approve the observance of the Week of Respect scheduled for October 6-10, 2025 and approving activities for School Violence Awareness Week scheduled for October 20-24, 2025 and Red Ribbon Week scheduled for October 23-31, 2025.

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

C. Mrs. Corbi made the following motion:

-to approve the Mandated District Assessment Schedule for state and local testing for the 2025-26 School Year.

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

D. Mrs. Alvarado made the following motion:

-to approve the Mandated and District Report of testing that was administered during the 2024-25 School Year.

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

E. Mr. Riley made the following motion:

-to confirm a presentation by BCIT to our 8th grade students on September 18, 2025 at 10:00 A.M.

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

F. Mrs. Corbi made the following motion:

-to approve the Rowan College at Burlington County (RCBC) presentation for our 8th grade students and a field trip to RCBC as part of the College for A Day Program, dates TBD.

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

G. Mrs. Wilburn made the following motion:

-to approve the following 8th grade fundraisers for the 2025-26 school year as listed a-d:

- a. After-school snack sales
- b. Candygrams
- c. Dine and Donate Event (The Early Bird)
- d. Treat Bags

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

H. Mr. Papenberg 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.

I. Mrs. Corbi made the following motions:

-to confirm student #1868 to receive 10 hours per week of virtual home instruction provided by ESU at the contracted rate beginning on 9/17/25.

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

J. -to approve the following class trip as listed below:

1. Third and Fourth grades to the Arden Theater in December to see A Wrinkle in Time. Prior to the play, classes will read the book in class. Students will compare the book to the play and experience a live performance.

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

K. Mrs. Wilburn made the following motion:

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

- a. Dr. Lorna Sullivan
- b. Mrs. Elizabeth Almeida
- c. Mrs. Amy Pfeiffer
- d. Mrs. Lora Palazzolo
- e. Mrs. Nicole Hines

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

L. Mr. Papenberg made the following motion:

-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. Corbi, motion carried, all members voting aye.

M. Mrs. Corbi made the following motion:

-to approve the workshop/professional day requests as listed a-f:

- a. Mrs. Mary Larson to attend the "Language and Literacy in Creative Curriculum" training on November 12, 2025 from 8:00AM to 3:00PM and the "Supporting Students with Disabilities with Creative Curriculum" training on January 28, 2026 from 8:00AM to 3:00PM at the Camden County Educational Services Commission at cost to the Board of \$500.00;
- b. Mrs. Jennifer Mullan to attend "Social-Emotional Development and Learning within the Creative Curriculum" training on October 8, 2025 from 8:00AM to 3:00PM and "Mathematics in the Creative Curriculum" from 8:00AM to 3:00PM at the Camden County Educational Services Commission at cost to the Board of \$500.00;
- c. Mrs. Elizabeth Almeida to attend the "Preschool Community Involvement Specialist Training" on November, 20, 2025 and February 26, 2026 from 10:00AM - 2:30PM at the Department of Education, 100 Riverview Plaza, Trenton, NJ at no cost to the Board;
- d. Mrs. Amy Penwell to attend the AASL National Conference from October 15-18, 2005 in St. Louis, MO at cost to the Board of \$299.00;
- e. Mrs. Amy Penwell to attend the workshop "Law Fair/Law Adventure for Teachers" on October 21, 2025 from 8:30AM to 2:00PM at the NJ State Bar Foundation, One Constitution Square, New Brunswick, NJ at the cost to the Board for mileage reimbursement;
- f. Mr. Robert Foster to attend professional development programs sponsored by NJASBO at a cost to the Board of \$1,180.00 plus mileage and BCASBO Roundtable meetings at a cost to the Board of \$300.00 plus mileage. Schedule of dates and locations on file in the Main Office.

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

N. 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 Almeida, Social Worker
- d. Dave Zaun, Health/PE Teacher
- e. Jacky Sutter, Michele DiMarino, School Nurses

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

O. Mrs. Corbi 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 for the 2025-26 School Year.

Seconded by Mrs. Falicki. Mrs. Corbi asked if the Riverton PD officers visit every room as part of the Adopt-A-Cop program. Mr. Zagorski indicated they are putting a plan in place to make it happen. Motion carried, all members voting aye.

P. Mrs. Alvarado made the following motion:

-to confirm the NJ Transit Safety Assembly presented by the Sr. Safety Education Program and Community Outreach Specialist on Tuesday, 9/9/2025, presented to all Kindergarten through 8th grade students.

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

Q. Mr. Papenberg made the following motion:

-to approve the annual Veterans Day Assembly in November.

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

R. Mrs. Corbi made the following motion:

-to approve the annual Art Show to be held in May, 2026.

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

S. Mr. Papenberg made the following motion:

-to approve the annual review and amendments to the School Safety and Security Plan, 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.

XIII. POLICY:

A. Mrs. Corbi made the following motion:

-to approve the following policies and regulations for 2nd reading and adoption as listed a-j:

- a. P 0173 - Duties of Public School Accountant
- b. P 0174 - Legal Services
- c. P 0177 - Professional Services
- d. P & R 1570 - Internal Controls
- e. P 1620 - Administrative Employment Contracts
- f. P & R 6220 - Budget Presentation
- g. P 1043 - Board Member Election and Appointment
- h. P 1636.01 - Notification of Promotion, New Job, and Transfer Opportunities
- i. P 5339.01 - Student Sun Protection
- j. P 1628.15 (ABOLISH)- Recordkeeping for Healthcare Settings in School Buildings (COVID 19

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

XIV. BUILDING & GROUNDS:

A. Mr. Papenberg made the following motion:

-to approve the Riverton Bike Rodeo on October 11, 2025 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.

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

B. Mrs. Corbi made the following motion:

-to approve the Student Council Winter Formal Dance in December for grades 6-8.

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

C. Mr. Papenberg made the following motion:

-to approve the Holiday Concert to be held in December for grades K - 8.

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

D. Mr. Riley made the following motion:

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

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

E. Mrs. Corbi 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.

F. Mrs. Corbi made the following motion:

-to approve the Riverton Men's Pick Up Basketball League to utilize the Riverton School gym Thursday evenings from 6:30 pm - 9:30 pm starting Thursdays in October.

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

G. Mrs. Wilburn made the following motion:

-to approve Spirit Week for Grades 6-8 the week of October 6-10, 2025 with Spirit Night Activities.

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

XV. PERSONNEL:

A. Mrs. Corbi made the following motion:

-to approve Mr. Joshua W. Zagorski as the School Safety Specialist for the 2025-26 school year.

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

B. Mrs. Wilburn made the following motion:

-to approve payment to Mr. Robert Sciarrotta for summer IT hours (56.5 hours) for a total of \$3,953.31.

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

C. Mrs. Corbi made the following motion:

-to approve those individuals on file in the main office as certified substitutes using Red Rover Substitute Service for the 2025-26 school year.

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

D. Mr. Papenberg made the following motion:

-to approve those individuals listed on file in the Main Office to transport students in their personal vehicle for the 2025-26 school year.

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

E. Mr. Papenberg made the following motion:

-to approve those individuals on the list on file in the Main Office to use their personal vehicle for school related activities for the 2025-26 school year.

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

F. Mrs. Wilburn made the following motion:

-to approve those individuals on the list on file in the Main Office as field trip chaperones for the 2025-26 school year.

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

G. Mrs. Corbi made the following motion:

- to approve the Intervention & Referral Services (I&RS) Committee for the 2025-26 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. Mrs. Elizabeth Almeida (Social Worker as needed)
 - g. Mrs. Shannon Elwell/Mrs. Amy Pfeiffer
 - h. Classroom Teacher/Referring Teacher

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

H. Mrs. Wilburn 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. Tara Bange, 5th Grade Teacher
 - d. Dawn Locantore, 1st Grade Teacher
 - e. Kristin Park, Elementary Math Interventionist
 - f. Amy Penwell, Librarian/Media Specialist

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

I. Mrs. Corbi made the following motion:

- to approve the appointment of volunteer basketball coaches for the 2025-26 school year as listed a-d:
 - a. Mr. David Campbell (Girls)
 - b. Mr. Matthew DiLeo (Boys)
 - c. Mr. Nicholas DiLeo (Boys)
 - d. Mr. Steve Foley (Boys)

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

XVI. FINANCE:

A. Mrs. Alvarado made the following motion:

- to approve using Title I funds in the amount of \$31,000.00 to pay the stipend amount to assigned teachers for after-school support.

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

B. Mrs. Wilburn made the following motion:

- to accept a donation from Patient First in the amount of \$1,000 to be used for nursing supplies.

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

C. Mrs. Corbi made the following motion:

-to approve the annual review and update to the district Cyber Incident Response Plan.

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

D. Mrs. Corbi made the following motion:

-to approve the following 2025-26 tuition contracts as listed a-d:

- a. Burlington County Institute of Technology: 8 regular & special education students @ \$3,883.00 each;
- b. Hampton Academy: 2 special education students @ 72,063.80 each;
- c. Burlington County Special Services School District: 1 special education student @ \$51,264.00 and 1 special education student @61,959.00;
- d. Willingboro BOE: 1 student (Receiving) at \$18,367.00;

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

E. Mrs. Corbi made the following motion:

-to approve the agreement with Brookfield Schools - Inspira Bridgeton IBCU to provide educational services for student #2106 at the rate of \$55 hourly for the 2025-26 school year.

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

F. Mr. Papenberg made the following motion:

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

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

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

H. Mr. Papenberg made the following motion:

-to approve the payment of bills for August 28, 2025 in the amount of \$160,075.28 and for September 24, 2025 in the amount of \$550,486.27.

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

I. Mr. Papenberg made the following motion:

-to approve the transfers, as listed in the amount of \$25.00 for August 2025.

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

J. Mr. Papenberg made the following motion:

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

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

XVI. Recognition of Citizens for comment on items not on agenda: None

XVIII. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION

- A. WHEREAS, in accordance with the NJ Open Public Meetings Act, the Riverton School District Board of Education desires to discuss certain matters which are exempted from the public; and
- B. WHEREAS, the Riverton School District Board of Education will disclose the discussion topic of the closed session at a public meeting as soon as permissible; and
- C. NOW THEREFORE BE IT RESOLVED that Riverton School District Board of Education will enter into closed session for approximately 15 minutes for said purposes pertaining to:

Negotiations	Personnel - X	Legal	Individual Privacy
Security	Student Matters	Litigation	Investment/Property Acquisition

Upon a motion made by Mrs. Corbi, seconded by Mr. Papenberg, the Board adjourned to Executive Session at 7:20 p.m. for the purpose of discussing HIB Case #1, Superintendent's Professional Development Plan, approval of part-time custodian, and the staffing pattern.

XIX. PUBLIC SESSION

Upon a motion made by Mrs. Corbi, seconded by Mrs. Falicki, the Board reconvened to open Public Session at 7:42 p.m. Motion carried, all members voting aye.

XX. 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 HIB case #1 findings.

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

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

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

Mr. Riley made the following motion:

-to approve Mr. Harry Fox as a part-time custodian at the rate of \$17.00/hour for the 2025-26 School Year pending pre-employment requirements.

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 revised 2025-26 Staffing Pattern (copy in Board Folder) as presented by the Superintendent.

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

XXI. DISCUSSION ITEMS: None

XXII. INFORMATION ITEMS: None

XXIII. ADJOURNMENT:

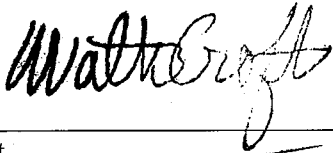
Hearing no further business, Mrs. Matzelle called for a motion to adjourn at 7:44 p.m.

Upon a motion made by Mrs. Corbi, seconded by Mrs. Quinzi, the Board moved for the meeting to be adjourned. Motion carried, all members present voting aye.

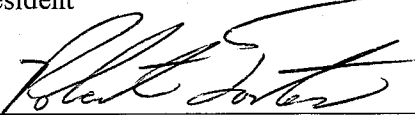


Robert Foster, Secretary
Riverton Board of Education

APPROVED UPON MOTION OF THE BOARD



President



Secretary