



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



**RIVERTON BOARD OF EDUCATION  
MINUTES OF NOVEMBER 25, 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**

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.”

**II. ROLL CALL**

The following were present:

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

**III. ACCEPTANCE OF SECRETARY’S MINUTES:**

Motion made by Mrs. Wilburn, seconded by Mrs. Alvarado to accept the Secretary’s Minutes (Public & Executive) for the regular meeting on October 28, 2025. Motion carried, all members voting aye.

**IV. CORRESPONDENCE:** Mr. Zagorski read an email correspondence received from a community member regarding the district’s SEPAG group for parents of special education students.

**V. ADMINISTRATION REPORT:**

Mr. Zagorski reported on the following items:

- A. November Student of the Month Presentations - Gratitude
- B. Presentations: Outgoing Board of Education Member – Jennifer Wilburn – 3 Years of Service
- C. Enrollment Report
- D. Suspension Report – None at this time

**VI. RECOGNITION OF CITIZENS FOR DISCUSSION OF AGENDA ITEMS:** None

**VII. PTO:** None

**VIII. 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.

**IX. OLD BUSINESS:** None

**X. NEW BUSINESS:**

Based on the recommendation of the Superintendent:

**XI. CURRICULUM:**

A. Mr. Papenberg made the following motion:

-to approve the submission of the 2026-27 School Year Preschool Projected Enrollment Report.

Seconded by Mrs. Corbi. Mr. Croft confirmed our projected preschool enrollment would not justify opening a third classroom, which Mr. Zagorski confirmed. Mr. Riley also inquired about whether the next student in line on the wait list gets contacted when a preschool student unenrolls from the program. Motion carried, all members voting aye.

B. Mrs. Alvarado made the following motion:

-to approve the Instructional Online Services and Apps for the 2025-2026 School Year.

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

C. Mrs. Corbi made the following motions:

-to approve the Superintendent Evaluation Calendar for the 2025-2026 School Year.

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

D. -to approve/confirm the workshop/professional day requests as listed:

a) Mrs. Devonshire and Ms. Bange to attend the “Canva for Beginners and Canva 2” on 1/13/26 from 9:00AM to 12:00PM and 1:00PM to 3:00PM at Stockton University, Galloway NJ at a cost to the Board of \$376.00.

Seconded by Mr. Papenberg. Mr. Croft asked for clarification on what Canva is. Mr. Zagorski commented that it's a cross collaboration platform between Art and 5<sup>th</sup> grade. Motion carried, all members voting aye.

E. -to approve the Riverton boys/girl basketball schedule for the 2025-26 school year. The schedule will be on file in the main office and on the district's website.

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

F. Mrs. Alvarado made the following motion:

-to approve the Student Council Winter Formal Dance for grades 6th, 7th and 8th in December.

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

G. Mr. Papenberg made the following motions:

-to approve the Palmyra High School marching band to come play holiday songs for our students in December.

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

H.- to approve the Holiday Concert to be held in December in the school gym.

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

I. Mrs. Corbi made the following motions:

-to approve the Scholastic Book Fair to be held in December in the Riverton School Media Center. Teacher responsible: Mrs. Penwell

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

J. -to approve the 6th Annual Shop with a Cop event in December of 2025.

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

K. Mr. Papenberg made the following motion:

-to approve the participation in the American Heart Association Fundraiser - Kid's Heart Challenge for the week of February 2-6, 2026. The teacher responsible: Mr. Zaun

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

L. Mrs. Corbi made the following motion:

- Seventh and Eighth grade students to attend the County Battle of the Books at William Allen Middle School in Moorestown NJ, to interact with and observe students from other districts as they compete to answer questions about the battle books in the month of April at a cost to the Board of \$100.00;
- SEEK students in third - fifth grades to attend the NJ Law Center, One Constitution Square, New Brunswick, NJ to observe a mock trial competition. Students will serve either as jurors or as members of the prosecution/defense in the month of May;
- Kindergarten students attend the Please Touch Museum in Philadelphia Pa, during the month of April. Students will observe various learning and exploring of animals, space, STEM and Art.
- Eighth Grade students to YMCA of the Pines Camp (3 days), Stokes Road, Medford, NJ to encourage cooperation and team building as well as science and ecology of the Pine Barrens.
- Middle School Students to attend the RCBC Mt. Laurel Campus, 900 College Circle, Mt. Laurel, NJ for the Teen Arts Festival during the month of March at a cost to the Board of \$200.00. Students will observe 2D and 3D art, photography, graphic design and performances.

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

## **XII. POLICY:**

A. Mrs. Corbi made the following motion:

-to Approve the annual review of the Uniform State Memorandum of Agreement with all addendums between Education and Law Enforcement Officials (MOA) and the Memorandum of Understanding (MOU) regarding live video streaming for the 2025-2026 school year.

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

## **XIII. BUILDING & GROUNDS:**

A. Mr. Papenberg made the following motions:

-to approve the PTO Holiday Shop for all grades to shop for their families for the holidays in the month of December.

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

B. - to approve the Fire & Security Drill Report for November, 2025 as submitted by the Superintendent.

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

## **XIV. PERSONNEL:**

A. Mrs. Alvarado made the following motion:

-to confirm Christine Durante to provide extra academic support to identified students after school as part of our Title I After-School ELA and Math Program at the contractual rate as assigned by the Superintendent.

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

## **XV. FINANCE:**

A. Mrs. Quinzi made the following motion:

**WHEREAS**, on November 19, 2025 the Riverton Board of Education conducted a public bid opening for the award of the 2nd and 3rd Floor Partial Window Replacement Project which yielded the following for consideration:

Contractor	Total Bid
D&E Window and Door, LLC	\$327,595.00
Panoramic Window & Door Systems Inc.	\$388,000.00
Garozzo & Scimeca Construction, Inc.	\$522,205.00

and;

**November 25, 2025 Board Minutes**

**WHEREAS**, each of the bids were reviewed by the School Business Administrator and Jeff Potter, LAN Associates; to determine whether each bid was both responsive and responsible; and

**WHEREAS**, after such review, the Proposal from D&E Window and Door, LLC was determined to be the lowest responsive and responsible bid; and

**WHEREAS**, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.;

**NOW, THEREFORE BE IT RESOLVED**, that the Riverton Board of Education awards the contract for the 2nd and 3rd Floor Partial Window Replacement Project to D&E Window and Door, LLC at a cost of \$327,595.00, as follows:

Contractor	Total Bid
D&E Window and Door, LLC	\$327,595.00

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

B. Mrs. Corbi made the following motions:

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

- a) YCS George Washington School: 1 special education student at \$473.14/day
- b) Moorestown High School: 1 special education student at \$25,783.00

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

C. -to approve a 1:1 Aide for student #2106 who attends YCS George Washington School for the 2025-2026 school year at the contracted rate of \$225.00/day.

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

D. -to approve a transportation jointure agreement with the South Bergen Jointure Commission for student #2106 who attends YCS George Washington School for the 2025-2026 school year at the per diem rate as established by South Bergen.

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

E. -to approve the Amendment of the 2025-26 ESEA and IDEA Grant Applications for the following Carryover funds as listed below:

- Title I: \$6,990
- Title II A: \$4,206
- IDEA-Basic: \$450

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

F. Mr. Riley made the following motion:

-to support the submission of a letter from the Riverton School District Superintendent in support for the New Jersey Composting Council's grant proposal to the Commission for Environmental Cooperation.

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

G. Mrs. Quinzi made the following motion:

-to approve the establishment of a revised school district maximum spending limit for the 2025-26 school year for legal services to \$50,000.

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

H. Mrs. Corbi made the following motion:

-to approve the Educational Consortium for Telecommunications Savings (ECTS) yearly contract (E-Rate Consultant).

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

I. Mr. Papenberg made the following motions:

-to approve the budget calendar and budget goals for the 2026-27 school year.

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

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

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

K. -to approve the following resolution .....

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

L. -to approve the payment of bills for October 31, 2025 in the amount of \$ 257,681.10 and for November 26, 2025 in the amount of \$431,880.42.

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

M. -to approve the transfers, as listed in the amount of \$32,398.90 for the month of October 2025.

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

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

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

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

**XVII. 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	<b>Personnel - X</b>	Legal	Individual Privacy
Security	Student Matters	Litigation	Investment/Property Acquisition

Upon a motion made by Mr. Riley, seconded by Mrs. Corbi, the Board adjourned to Executive Session at 7:05 p.m. for the purpose of discussing HIB Case #2 and an unpaid leave of absence.

**XVIII. PUBLIC SESSION**

Upon a motion made by Mrs. Alvarado, seconded by Mr. Riley, the Board reconvened to open Public Session at 7:37 p.m. Motion carried, all members voting aye.

**XIX. ACTION TAKEN AS A RESULT OF DISCUSSION DURING EXECUTIVE SESSION:**

Based on the recommendation of the Superintendent:

Mrs. Corbi made the following motion:

-to affirm the findings of the HIB investigation for Case #2 of the 2025-2026 school year

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

Mr. Riley made the following motion:

-to approve an unpaid leave of absence for employee #1072, beginning January 29, 2026, with a return date as the first contracted school date of the 2027-2028 school year.

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

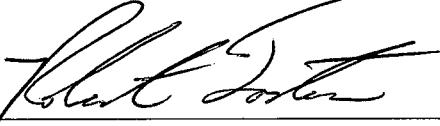
**XX. DISCUSSION ITEMS:** None

**XXI. INFORMATION ITEMS:** None

**XXII. ADJOURNMENT:**

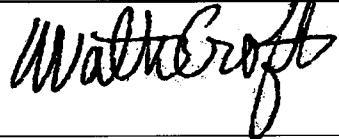
Hearing no further business, Mr. Croft called for a motion to adjourn at 7:39 p.m.

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



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Robert Foster, Secretary  
Riverton Board of Education

**APPROVED UPON MOTION OF THE BOARD**



\_\_\_\_\_  
Matthew Croft

President



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Robert Foster

Secretary