

Riverside Township School District

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Michael W. Adams
Superintendent of Schools
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Robert O'Brien
Business Administrator/Board Secretary
Ext. 1112

REGULAR BOARD OF EDUCATION MEETING AGENDA
December 14, 2023

A. Opening of Meeting

1. Call to Order – 7:00 p.m.
2. Roll Call
Mrs. Deborah Graf
Mr. Timothy McElroy
Mr. Eric Mossop
Dr. Scott Parker
Mrs. Maria Pinho
Mrs. Savithri Pinho
Mrs. Julie Sierra
Mrs. Bridget Winerling
Mrs. Rachael Wrice
Mrs. Sabra Wrice
3. Flag Salute
4. Announcement by the Board Secretary stating that adequate notice of the meeting has been given specifying the time, place, and manner in which notice was published.
5. Presentation–Mr. Adams- High School Academies
6. Student Government Representative – Emily Valverde
7. Good News – Barbara Milch
8. Students of the Month-Mr. Shumway/Ms. Follis/Mr. Micucci
9. Visual & Performing Arts Students of the Month – Mr. Huber/Mr. Jackamonis/Mr. Bekarciak
10. High School Athlete Students of the Month – Ms. O'Halloran
11. Cadet of the Marking Period- Mr. Micucci
12. Correspondence

Opening of Meeting (continued)

13. From the Audience – Agenda Items Only

The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the appropriate administrator(s) or staff member(s). Such matters should only be brought to the Board after all avenues within the chain of command have been exhausted. Please remember that the Board is limited in its ability to respond to the public on the following matters: individual personnel issues, anticipated and pending litigation, negotiations, attorney-client privilege, matters of individual privacy, tactics and techniques in protecting safety and property of the public, or individual student issues. While the First Amendment allows for the free exchange of ideas and opinions, the Board will not permit profanity, threatening remarks or other disruptive behavior during public session. Per Board Policy (#0167), the presiding officer may limit each statement to three minutes' duration. All remarks should be addressed to the presiding officer.

B. Recommended Actions

1. Routine Matters

a. Approval of Minutes

Regular Meeting	11-16-23
Full Board Workshop	11-16-23

b. Approval of Financial Reports

Treasurer's Report	10-31-23
Board Secretary's Report	10-31-23
Cafeteria Financial Report	10-31-23
Student Activities Report	10-31-23
Athletic Council	10-31-23
Budget Status Report	10-31-23
Board Secretaries Certification Budgetary Line Status Item	10-31-23

c. Bills - Regular & Cafeteria

2. New Business

BUSINESS & FINANCIAL

a. Transfers

Whereas, the State Department of Education permits transfers among the school district's budgetary line item accounts, **And Whereas**, it is the desire of the Riverside Township Board of Education to make such transfers, **Therefore, Be It Resolved**, by the Riverside Township Board of Education that the Board Secretary is hereby authorized to make the following budgetary account line item transfers, as attached.

b. Fire Drill and Security Report

Resolved that the Riverside Township Board of Education hereby approves the November Fire Drill Reports, submitted by Marc Ballantyne, Fire Marshal, and the Security Drill Report, submitted by Robert O'Brien, School Safety Officer, as attached.

BUSINESS & FINANCIAL (continued)

c. Flashlight 360

Resolved that the Riverside Township Board of Education hereby approves the attached service agreement with Flashlight 360 to tailor and provide personalized student practice and formative assessment in speaking, reading, listening, and writing for our English Language Learners in preparation for the ACCESS - WIDA test for the 2023-2024 school year, including professional development for staff, at no more than \$9,000 for a 6-month pilot period of January through June.

d. Niche

Resolved that the Riverside Township Board of Education hereby approves the service agreement with Niche as a community engagement tool for the period of December 2023 - December 2024 school year at a cost of \$2490, as attached.

e. Parent Square

Resolved that the Riverside Township Board of Education hereby approves the service agreement with Parent Square as a student and community engagement tool for the period of December 2023 - July 2024 school year at a cost of \$1500, as attached.

f. BCIP-JIF Renewal Resolution

Be It Resolved that the Riverside Township Board of Education hereby approves the resolution to renew membership in the Burlington County Insurance Pool-Joint Insurance Fund effective July 1, 2024 for a term of three years, as attached.

g. 2024-2025 Budget Calendar

Resolved that the Riverside Township Board of Education hereby approves the budget calendar for the 2024-2025 school year, per attached calendar.

PERSONNEL

a. Staff Development

Resolved that the Riverside Township Board of Education hereby approves the staff development activities for the 2023-2024 school year, as attached.

b. Resignation

Resolved that the Riverside Township Board of Education hereby accepts, with regrets, the resignation of Lynda Mountford, Elementary School Cafeteria/Playground Aide, effective December 14, 2023.

c. Job Description

Resolved that the Riverside Township Board of Education hereby approves the Middle School Clerk job description, as attached.

PERSONNEL (continued)

d. New Employees

Resolved that the Riverside Township Board of Education hereby approves the following staff member for the 2023-2024 school year, as recommended by the Superintendent:

1. Mary Thurman, Elementary School Café/Playground Aide at the hourly rate of \$14.13, start date December 15, 2023.
2. Lexie Conard, Elementary Special Education Teacher Full Time, at the contract salary of \$65,524 (Step 0) prorated, start date 01/31/2024, funded through the American Rescue Plan Grant, pending criminal history review.
3. Gina Fernandes, Middle School Clerk, at the contracted salary of \$40,634, prorated, start date January 01, 2024, for the 2023-2024 school year.
4. Faris Caba, Maintenance Worker-Full time, start date January 1, 2024 (or sooner) pending fitness for duty, at the contract salary of \$59,985, prorated.
5. Christopher Updike, Elementary Special Education Teacher Full Time, at the contract salary of \$65,524 (Step 0) prorated, start date 12/15/2023, funded through the American Rescue Plan Grant, pending criminal history review

e. Student Teachers

Resolved that the Riverside Township Board of Education hereby approves the placement of the following college students in the student teacher assignment during the 2023-2024 and 2024-2025 school year, as listed.

<u>Student</u>	<u>University</u>	<u>Placement</u>	<u>Dates</u>
Kyle Seybert	Rowan	Christopher McManus	03/11/24-04/25/24
Kyle Seybert	Rowan	Christopher McManus	09/03/24-10/25/24
Kyle Seybert	Rowan	Crystal Wasco	01/16/24-03/08/24
Kyle Seybert	Rowan	Crystal Wasco	10/28/24-12/19/24
Brendan Seybert	Rowan	Colleen Teete	03/11/24-04/25/24
Brendan Seybert	Rowan	Colleen Teete	09/03/24-10 /25/24
Brendan Seybert	Rowan	Richard Gilmore	01/16/24-03/08/24
Brendan Seybert	Rowan	Richard Gilmore	10/28/24-12/19/24
Sean Theis	Fairleigh Dickinson Univ.	Jill Gilardi	01/02/24-05/03/24
Alexandra Milewski	Jefferson College	Jennifer VanHee	01/08/24-03/01/24

f. Winter Coach

Resolved that the Riverside Township Board of Education hereby approves the following winter coach for the 2023-2024 school year, at the contract salary listed.

<u>Position</u>	<u>Name</u>	<u>Salary</u>
HS/MS Assistant Wrestling Coach	Brendon Griffin	\$4,892

PERSONNEL (continued)

g. New Substitute Rate

Resolved that the Riverside Township Board of Education hereby approves the substitute rate for Substitute Secretaries, Crossing Guards/Café Aides, and Custodians to \$15.13 per hour, effective January 1, 2024, to align with NJ Minimum Wage, as attached.

h. Salary Adjustment

Resolved that the Riverside Township Board of Education hereby approves the salary adjustment for Playground/Café Aides and Crossing Guards from \$14.13 per hour to \$15.13 per hour, effective January 1, 2024, to align with NJ Minimum Wage, as attached.

i. Volunteers

Resolved that the Riverside Township Board of Education hereby approves the following volunteers for the 2023-2024 school year.

<u>Name</u>	<u>Position</u>
John McElroy	Assistant HS Wrestling Coach
Jesse Grinnan	Assistant MS/HS Wrestling Coach
John McElroy	Assistant HS Baseball Coach
Andrew Jacobs	Assistant HS Unified Bowling Coach

j. After School Academy

Resolved that the Riverside Township Board of Education hereby approves the following staff members as teachers in the After School Academy for the 2023-2024 school year, at the rate of \$51.70 per hour.

Winter Teachers

Jill Giardi
Cheryl Hansberry
Heather Sommers
Catherine Clarke
Kirby Watters
Cristina Bivins
Amanda Smith
Lisa Farrell
Chris Updike
Tiffany Ross

Coordinator

Tara McElroy

Winter Substitutes

Devi James
Stephanie Aubrey
Kathleen McTear
Stephanie Kirschbaum
Laura Bruzek
Cassidy Updike
Vanessa Connearney
Michelle McGill
Elsa Svekla
Joanna Devenney
Catherine Burry
Colleen Rizzi
Anastasia Lindenaman
Terrencia Smith
Kevin Landolt
Carletta Walker-Owens

PERSONNEL (continued)

k. Salary Adjustment

Resolved that the Riverside Township Board of Education hereby approves the salary adjustment for Stephanie Kirschbaum, Elementary School ESL Teacher, from \$72,574 (Step 5, M+Longevity) to \$73,574 (Step 5+ M+15+Longevity), retroactive to September 1, 2023, for the 2023-2024 school year.

l. Business Administrator/Board Secretary Contract Renewal

Resolved that the Riverside Township Board of Education hereby approves employment contract renewal of Robert O'Brien, Business Administrator/Board Secretary, for the 2024-2025 school year, per the terms of the attached County approved contract.

m. Contract Rescission

Resolved that the Riverside Township Board of Education hereby rescinds the contract of Gary Herron as the Spring Baseball Head Coach at the contracted rate of \$8,806.

STUDENTS

a. Field Trips

Resolved that the Riverside Township Board of Education hereby approves the following field trips for the 2023-2024 school year, as attached.

b. Fundraisers

Resolved that the Riverside Township Board of Education hereby approves the following fundraisers for the 2023-2024 school year, as attached.

c. Out of District Placements

Resolved that the Riverside Township Board of Education hereby approves the following out of district student placements for the 2023-2024 school year, as listed.

<u>ID#</u>	<u>Placement</u>	<u>Annual Tuition</u>
281005	B.C. Special Services School	\$45,087.00
260061	Yale School/Cherry Hill	\$63,399.60

d. HIB

Resolved that the Riverside Township Board of Education hereby approves the Harassment, Intimidation and Bullying Report for November 2023, as attached.

PROGRAM

a. Emergency Action Plan

Resolved that the Riverside Township Board of Education hereby approves the revised Emergency Action Plan for Riverside School District Athletics Program, as presented.

POLICY

a. One Reading

Resolved that the Riverside Township Board of Education hereby suspends Bylaw 0131 that requires two readings, to adopt new policy 0164.2, with one reading, as presented.

b. Preschool Education Aid Program Plan

Resolved that the Riverside Township Board of Education hereby approves the Three-Year Preschool Program Plan for 2023-2024, as presented.

C. Committee Reports

Personnel & Employee Relations
Finance & Insurance
Buildings & Grounds
Athletics
Curriculum
Safety & Security
Delegate to BCSBA
Delegate to NJSBA
Delanco Representative

Deborah Graf
Timothy McElroy
Rachael Wrice
Sabra Wrice
Savithri Pinho
Bridget Winerling
Maria Pinho
Savithri Pinho
Eric Mossop

D. Acknowledgment of Visitors

E. Adjournment

Attachments available in the board office upon request.