

RIVERSIDE TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
August 9, 2018

The Regular Meeting of the Riverside Township Board of Education was held on Thursday, August 9, 2018 at 7:00 p.m., in the Board Office conference room.

Present were: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho, R. Ehrich,  
and J. Lennon

Absent were: J. D'Agostino, R. Gonteski, D. Potts

Dr. Parker led the flag salute.

Mrs. Lennon announced that adequate notice of the meeting had been given to the public by notifying the Burlington County Times and the Courier Post on January 16, 2018 and posted at the Riverside Town Hall.

**CORRESPONDENCE**

NJSBA School Board Notes dated July 19, 2018

Thank-you note from Natalie Augusto dated July 27, 2018

On the motion by Dr. Parker, seconded by Mrs. Graf, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the acceptance and filing of the above correspondence.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho

Nay: 0

Carried

Mrs. Michelle Weaver, 807 Filmore Street, asked the board to table one of the volunteers listed. Ms. Ehrich informed her the volunteer was being removed from the agenda.

**APPROVAL OF MINUTES**

On the motion by Mr. Holak, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the minutes of a Board Workshop Meeting and Regular Board Meeting held on July 12, 2018.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho

Nay: 0

Carried

**APPROVAL OF FINANCIAL REPORTS**

On the motion by Mrs. Graf, seconded by Mr. McElroy, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the Board Secretary's Report (June 30, 2018), the Treasurer's Report (June 30, 2018), the Cafeteria Financial Report (June 30, 2018), the student Activity Financial Report (June 30, 2018), Athletic Council (June 30, 2018) and the Budget Status Report (June 30, 2018), as attached.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho

Nay: 0

Carried

### **APPROVAL OF BILLS**

On the motion by Dr. Parker, seconded by Mr. Holak and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves payment of July 2018 bills for the Board of Education and the Cafeteria as attached.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

### **BUSINESS & FINANCIAL**

#### **Transfers**

On the motion by Mrs. Graf, seconded by Mrs. Pinho, and carried unanimously, **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:

#### **2017-2018**

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-230-334-00	11-000-230-331-00	\$3,369.00
11-000-291-241-00	11-000-291-220-00	2,542.00

#### **2018-2019**

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
11-120-100-101-0-01-00	11-240-100-101-0-09-00	\$4,407.00
20-218-100-610-0-01-00	20-218-200-420-0-01-00	9,206.00

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

#### **Fire Drill and Security Report**

On the motion by Mr. Holak, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the July Fire Drill Report, submitted by Scott Shumway, ES Principal, and the Security Drill Report, submitted by Robin A. Ehrich, Superintendent, as attached.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

#### **Riverside Township School District Goals 2018-2019**

On the motion by Mrs. Graf, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the District Goals and Board Goals as listed and accepts the Action Plan, as presented.

### **Riverside Township District Goals 2018-2019**

1. Safety and Security. We will continue to expand on our preparation, training and programming to ensure a safe and secure environment for all district students, staff and visitors. Our primary goal and responsibility is to ensure the school district is fully prepared to effectively respond to all emergencies that may affect the safety of students and staff members.
2. Riverside Middle School Comprehensive Support. During the 2018-2019 school year, 60% of math students, grades 6-8, will have met or exceeded their individual growth target using baseline scores with a focus on number systems, geometric functions, and modeling and reasoning.
3. School Culture and Climate. Seek to strengthen student self-awareness, appreciation for individual differences and positive relationship building at RHS through a commitment to good citizenship, service and volunteerism.

### **Riverside Township Board of Education Goals 2018-19**

1. Each member of the Board of Education will attend at least five school sponsored co-curricular or athletic events in the 2018-2019 school year.
2. Each Board of Education committee will meet once or twice in 2018-2019 school year.
3. A representative from the Board of Education will attend Riverside Township meetings (minimum of three total) in the 2018-2019 school year.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

### **BCIT Tuition**

On the motion by Mr. McElroy, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the tuition payment of \$3,380 for 46 regular and special education students attending the Burlington County Institute of Technology for the 2018-2019 school year.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

### **PERSONNEL**

#### **Staff Development**

On the motion by Mr. Holak, seconded by Mrs. Graf, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the staff development activities for the 2018-2019 school year, as attached.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Substitutes**

On the motion by Mr. Holak, seconded by Mrs. Graf, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the nurse, custodial/maintenance, secretaries, athletic trainer, and crossing guard/playground aide substitutes for the 2018-2019 school year, as per the attached list.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Resignation**

On the motion by Mr. Holak, seconded by Mrs. Graf, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby accepts the resignation, from **Christine Talbot**, HS ESL Teacher, effective September 1, 2018.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Leave Request**

On the motion by Mr. Holak, seconded by Mrs. Graf, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the unpaid leave of absence request for the employee listed below for the period indicated:

<u>Employee</u>	<u>Position</u>	<u>Date</u>
Vanessa Connearney	ES Guidance Counselor	October 5 & October 9, 2018

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**New Employees**

On the motion by Mr. Holak, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following staff members for the 2018-2019 school year, as recommended by the Superintendent.

1. **Jessica Citron**, MS Special Education/Science Teacher (Step 0, M), at the contract salary of \$61,025, pending criminal history review, and completion of Sexual Misconduct/Child Abuse review, as recommended by the Superintendent.
2. **Stephanie Kirschbaum**, HS/ES ESL Teacher (Step 0, M), at the contract salary of \$61,025, pending criminal history review, and completion of Sexual Misconduct/Child Abuse review, as recommended by the Superintendent.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Volunteers**

On the motion by Mrs. Graf, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following volunteers for the 2018-2019 school year.

<u>Name</u>	<u>Position</u>
Barbara Ann Milch	Torch
Robert Brown	Cross Country

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Transfers**

On the motion by Mr. Holak, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following staff transfers for the 2018-2019 school year, as recommended by the Superintendent.

<u>Employee</u>	<u>From</u>	<u>To</u>
Carleen Bryan	MS/MD Instructional Ambulatory Aide	ES Inst. Ambulatory Aide
Beverly LaBorn	ES Instructional Ambulatory Aide	MS/MD Inst. Ambulatory Aide
Deborah Mongon	MS Instructional Aide	ES Instructional Aide

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Fall Coach**

On the motion by Mr. Holak, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following fall coach for the 2018-2019 school year, at the contract salary listed:

<u>Position</u>	<u>Name</u>	<u>Salary</u>
Football Asst. Coach	Donald Jack	\$5,711

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Student Athletic Trainer Internship**

On the motion by Mr. Holak, seconded by Mr. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the placement of the following college student athletic trainer intern during the 2018-2019 school year, as listed.

<u>Student</u>	<u>College</u>	<u>Placement</u>	<u>Dates</u>
Marlie Doriston	Thomas Jefferson University	Jennifer Van Hee-Athletic Trainer	August 20-October 13, 2018

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Resignation**

On the motion by Dr. Parker, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby accepts the resignation, from **Allison Kennedy**, Supplemental Instructor, effective August 6, 2018.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Substitute Rate**

On the motion by Dr. Parker, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves a rate of \$125 per day for Andrew Wenzel, the substitute serving on a daily basis as HS Biology Teacher, replacing Kathleen Kubak beginning, September 4-November 27, 2018.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**STUDENTS**

**Field Trips**

On the motion by Dr. Parker, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following field trips for the 2018-2019 school year, as attached.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Fall Sports Schedules**

On the motion by Dr. Parker, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the Fall Sports schedules, as presented.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Out of District Placements**

On the motion by Dr. Parker, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following student placements for the 2018-2019 school year, as attached.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**NJ Commission for the Blind**

On the motion by Dr. Parker, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby contracts with NJ Commission for the Blind to provide Educational Level 1 Services for the 2018-2019 school year, as listed.

<u>ID#</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
270206	09/01/18	06/30/19	\$1,900.00

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**PROGRAM**

**District Mentoring Plan**

On the motion by Mr. Holak, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the 2018-2021 District Mentoring Plan, as presented.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Professional Development Plan**

On the motion by Mr. Holak, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the District's Professional Development Plan for the 2018-2019 school year, as presented.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**POLICY**

**Second Reading**

On the motion by Mrs. Graf, seconded by Mr. Holak, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the second reading of the attached list of new and revised policies and regulations, as presented.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Suspension/Adoption**

On the motion by Mrs. Graf, seconded by Mr. Holak, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby suspends the rules of Bylaw 0131 On the motion by Mr. Holak, seconded by Mr. Bienkowski, and carried unanimously, Be It requiring two Board readings to adopt a Policy and hereby adopts Policy #5512 – Harassment, Intimidation, and Bullying, as presented.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Rescission**

On the motion by Mrs. Graf, seconded by Mr. Holak, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby rescinds Regulation #5512-Hazing and/or Harassment, Intimidation, or Bullying investigation procedure.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**FACILITIES**

**Facility Use**

On the motion by Dr. Parker, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the facility/building use requests for the 2018-19 school year, as attached.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**Family Y of Burlington County**

On the motion by Dr. Parker, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the Family Y of Burlington County use of the elementary school cafeteria before school and the middle/high school cafeteria, lavatories and playground after school during the 2018-2019 school year for the Prime Time Program.

VOTE-Aye: R. Bienkowski, D. Graf, M. Holak, T. McElroy, J. Mongon, S. Parker, M. Pinho  
Nay: 0  
Carried

**COMMITTEE REPORTS**

PERSONNEL & EMPLOYEE RELATIONS –No Report

FINANCE & INSURANCE – No Report

BUILDINGS & GROUNDS – No Report

ATHLETICS – No Report

CURRICULUM –No Report

SAFETY & SECURITY –No Report

STUDENT GOVERNMENT – No Report

DELEGATE TO BURLINGTON COUNTY SCHOOL BOARDS – No Report

DELEGATE TO NEW JERSEY SCHOOL BOARDS ASSOCIATION – No Report

DELANCO REPRESENTATIVE- No Report

Acknowledgement of Visitors-No Visitors spoke at this time.

Mr. McElroy wished everyone a successful start of the school.



**ADJOURNMENT**

On the motion by Dr. Parker, seconded by Mrs. Pinho, and carried unanimously, the meeting was adjourned at 7:09 p.m.

**Respectfully submitted,**

**Jodi Lennon**  
**Board Secretary**