



Palmyra School District

Palmyra, NJ 08065

NOTICE OF MEETING

NOTICE is hereby given by the Palmyra Board of Education that a meeting will be held:

Day: Tuesday
Date: August 9, 2011
Time: 7:00 p.m.
Location: Delaware Avenue All-Purpose Room

The purpose of this meeting to the extent now known involves the following matters:

1. Official Public Meeting
2. 2011/2012 School Calendar
 - a. 2011/2012 Calendar
 - b. School District Calendar & Handbook
3. Personnel
 - a. Summer Employment
 - b. Resignation
 - c. Appointments
 - d. Professional Development/Travel
 - e. Request to Enroll in Graduate Course and Apply for Tuition Reimbursement
 - f. Substitutes
 - g. Virtual High School
 - h. Bus Drivers
 - i. Contracted Services
 - j. Mentors
 - k. Volunteers
 - l. Extracurricular Appointments
4. After School Program
5. Student Personnel Services
 - a. Student Placements
 - b. Field Trips
 - c. Curriculum
 - d. Student Activities
 - e. Twilight Program
6. Facility Use
7. Reimbursement of Board Members for Cost of Criminal History Background Check
8. Policies/Regulations
9. Job Descriptions
10. Finance
 - a. Certification
 - b. Bill Lists
 - c. Secretary's Report
 - d. Treasurer's Report
 - e. Report of Transfers by Account Code
 - f. Substitute and Miscellaneous Program Rates
 - g. Salary Adjustments
 - h. Agency Compliance Officer, Purchasing Agent Compliance Officer, Custodian of School Records, School Alliance Insurance Commissioner
 - i. Temporary Purchasing Agent
 - j. Signatures on Bank Accounts

Notices Sent To:

Palmyra Borough Clerk
Burlington County Times
Philadelphia Inquirer
Courier Post
The Town News
The Trend

Notices Posted At:

Board Office
Charles Street School
H. S. Library (Bulletin Board)
H. S. Office (Bulletin Board)
Palmyra Borough Hall
Palmyra Post Office
Board Members

William R. Blatchley
Board Secretary

August 5, 2011
Date



PALMYRA BOARD OF EDUCATION PALMYRA, N.J. 08065

David T. Lindenmuth
Superintendent of Schools

Administrative Office
301 Delaware Avenue
856-786-9300
FAX: 856-829-9638

William R. Blatchley
*Business Administrator/
Board Secretary*

AGENDA

August 9, 2011

1. Call to order prior to 7:00 p.m.

The Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend meetings of the public bodies, at which time any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Palmyra Board of Education has caused notice of this meeting to be published by having the date, time, place and purpose thereof posted at Palmyra Borough Hall, the high school library bulletin board, and board offices; mailed to the Palmyra Borough Clerk, Burlington County Times, Courier Post, Philadelphia Inquirer, and the Trend on August 5, 2011.

2. Moment of Silent Meditation

3. Salute to the Flag

4. Roll Call:

Mr. Keith Austin
Ms. Nancy Brett
Mr. Richard Dreby, President
Ms. Valerie R. Flournoy
Ms. Vanessa Flournoy
Mrs. Mary L. Holloway, Vice President
Mrs. Susan Kolarovic
Mr. Stanley Ozalis
Mr. John Quigg
Mr. Scott Warnock, Riverton Representative
Ms. Shirlene Scott, Beverly Representative
Mr. Joshua Gersh, Student Representative

5. Presentation by Mr. Joseph McColgan on 7/8 grade sports option

6. Superintendent's Report

7. Committee Reports
Curriculum & Instruction
Finance & Physical Plant
Human Resources
8. Correspondence
 - Letter from Ms. Nagle
9. Recognition of members of the public wishing to speak on agenda items
10. Routine Business
 - a. Entertain a motion to accept the following report:
 - Cafeteria Report – June & July, 2011
 - Enrollment Report – June, 2011
 - Health Report – June, 2011
 - Staff Attendance Report – June, 2011
 - Violence, Vandalism & Substance Abuse Report – June, 2011
 - b. Entertain a motion to accept the following minutes:
 - Reorganization Meeting of May 10, 2011
 - Regular Business Meeting of May 10, 2011
 - Executive Minutes of Special Hearing on June 14, 2011
 - Regular Business Meeting of June 14, 2011
11. Old Business
12. Discussion Items
13. New Business

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools/Chief School Administrator (CSA). If the Superintendent of Schools/Chief School Administrator is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate board committee. The members of the board committee work with administration and the Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting.

13.01 Official Public Meetings

Full BE IT RESOLVED that approval is hereby granted to change the date for the Official Public Meeting in November from November 15, 2011 to November 8, 2011.

13.02 School Calendar

Full *A. 2011/2012 Calendar
BE IT RESOLVED that the revised 2011/2012 school calendar is hereby approved.

Full B. School District Calendar and Handbook
BE IT RESOLVED that the 2011/2012 School District Calendar and Handbook is hereby approved.

13.03 Personnel

Full A. Summer Employment
1. BE IT RESOLVED that approval is hereby requested for Child Study Team Members to work an additional 100 hours during the summer (cost of \$5,000).
2. BE IT RESOLVED that approval is hereby granted to contract with Ms. Cathy Chapman to provide 10 hours of speech therapy (IEP requirement) over the summer at a rate of \$75/hr. in lieu of an extended school year program.

Full B. Resignation
BE IT RESOLVED that the resignation of Mr. Matthew Emmett, Technology Education Teacher at Palmyra High School, is hereby accepted immediately.

Full C. Appointments
1. BE IT RESOLVED that the Superintendent recommends that Ms. Alex R. Torrance be appointed as a Mathematics teacher at Palmyra High School for the 2011/2012 school year at a salary of \$48,000 (BA, Step 1).
2. BE IT RESOLVED that the Superintendent recommends that Mr. Matthew Papenberg be appointed as a part time Health/PE teacher at Palmyra High School for the 2011/2012 school year at a salary of \$22,087 (\$48,000 pro-rated-BA, Step 1).
3. BE IT RESOLVED that the Superintendent recommends that _____ be appointed as the part time Woodshop Teacher at Palmyra High School for the 2011/2012 school year at a salary of _____ (\$48,000 pro-rated-BA, Step 1).
4. BE IT RESOLVED that the Superintendent recommends that Ms. Sara E. Alven be appointed as a Social Worker 3 days/week for the 2011/2012 school year at a salary of \$37,300.
5. BE IT RESOLVED that the Superintendent recommends that Ms. Laura McMullen be appointed as a School Psychologist 3 days/week for the 2011/2012 school year at a salary of \$37,300.
6. BE IT RESOLVED that Ms. Jacqueline Stevenson is hereby appointed as a 1:1 teacher assistant for the 2011/2012 school year at a salary of \$14,154.

Full D. Professional Development/Travel
BE IT RESOLVED that the following Professional Development Workshops are hereby approved:

<u>Name</u>	<u>Workshop/Travel and Date(s)</u>	<u>Location/Mileage from Palmyra</u>
Karyn Frengs	BCSSSD on 6/2/11 Project Teach on 6/14/11	Westampton, NJ/est. 34 mi. each
Joe McColgan Ken Holloway, Mike Petticrew	RSchools Today on 8/3/11 Anti-Bullying Training on 8/3/11	BCIT-Medford/est. 30 mi. New Brunswick, NJ

Elisa DiLolle-Bassett	National Conference on the ESSC Grant from 8-8-11 to 8-11-11	National Harbor, MD
David T. Lindenmuth, Jeanne Barber, Mark Pease, Ken Holloway	Anti-Bullying Training on 8/11/11	Stockton College
David T. Lindenmuth	NJSIAA Meeting on 8/25/11	Robbinsville, NJ
Joseph McColgan	NJSIAA Leagues & Conference on 8/18/11	Robbinsville, NJ
	Athletic Directors' Meeting on 8/25/11	
	Coaches' Meeting on 9/8/11	Delran, NJ
	Athletic Directors' Meeting on 9/9/11	
	NJSIAA Leagues & Conference Meeting on 9/15/11	Robbinsville, NJ
	Executive Meeting on 9/22/11	
	Athletic Directors' Meeting on 10/6/11	
	NJSIAA League & Conference Meeting on 10/13/11	Robbinsville, NJ
	Fall All-Star meeting on 10/18/11	Bordentown, NJ
	Executive Meeting on 10/20/11	
	Athletic Directors' Meeting on 11/3/11	
	NJSIAA Leagues & Conference Meeting on 11/10/11	Robbinsville, NJ
	Executive Meeting on 11/17/11	
	Fall Scheduling on 11/29/11	
	Coaches' Meeting on 11/30/11	Delran, NJ
	Athletic Directors' Meeting on 12/1/11	
	Executive Meeting on 12/15/11	
Jeanne Barber	Safe School Initiative on 11/1/11	Burlington, NJ
Robert Pupchik	Monthly Special Education Director Roundtable Meetings during 2011/2012	

Full E. Request to Enroll in Graduate Course and Apply for Tuition Reimbursement
 BE IT RESOLVED that the following requests to enroll in graduate courses are hereby approved:

<u>Staff Member</u>	<u>Course/Dates/University</u>	<u>Reimbursement Cost</u>
Karla O'Connell	Clinic Experiences in Reading June 27 – July 28, 2011	\$1,806
Michael Papenberg	School Personnel Administration Delaware Valley College	\$1,374
Cheryl Bostock	School Personnel Administration Delaware Valley College	\$1,374

Full *F. Substitutes
 1. BE IT RESOLVED that the substitutes for the 2011/2012 school year are hereby approved pending completion of all required paperwork and approval by the Burlington County Office of Education.
 2. BE IT RESOLVED that the Source4Teachers substitutes for the 2011/2012 school year are hereby approved pending completion of all required paperwork and approval by the Burlington County Office of Education.

Full G. Virtual High School
 BE IT RESOLVED that approval is hereby granted for Mrs. Jamie Patchel to teach the

Virtual High School Program one (1) period per day x 5 days/week at a rate of \$35.72 per period for the remainder of the 2011/2012 school year.

- Full H. Bus Drivers
 BE IT RESOLVED that the following personnel are hereby appointed as bus drivers on an as needed basis for the 2011/2012 school year:
 William Palmer Leo Kozlowski Grant Cole

- Full I. Contracted Services
 1. BE IT RESOLVED that approval is hereby granted to contract with ESU at their block billing rate to provide OT and PT services as required by IEP's and 504 Plans of students enrolled in the Palmyra School District.
 2. BE IT RESOLVED that approval is hereby granted to contract with Dynamic Therapeutic Agency to provide 12 hours of speech therapy services per week for auditory impaired or communication impaired students for the 2011/2012 school year at a rate of \$90/hr.

- Full J. Mentors
 1. BE IT RESOLVED that approval is hereby granted for Mr. Robert Pupchik to serve as a mentor for Mrs. Cheryl Bostock, high school business teacher, in order for her to complete the master's program requirements at Delaware Valley College.
 Pal. 2. BE IT RESOLVED that approval is hereby granted for Mrs. Carmen Knowles to serve as a Novice Teacher Mentor for Mr. Jeffrey Graiff (Art Teacher K-6).

- Pal. K. Volunteers
 BE IT RESOLVED that the following volunteers are hereby approved for the 2011/2012 school year: Katherine Bruno, Bea Doré.

- Pal. L. Extracurricular Appointments
 1. BE IT RESOLVED that the extracurricular appointments for the 2011/2012 school year at Charles Street School are hereby approved as follows:

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Donna Wenzke	American Red Cross Training	\$432
Jeffrey Graiff	Art Club	\$432
Linda Plym	Book Club	\$432
Joseph DeFranco	Choir	\$432 + \$100 longevity
Deborah Falcone	Computer Club	\$432
Douglas Straeter	Baseball Club	\$432
Nicole DiPiero	Drama Club	\$432
Terry Wallace	French Club	\$432 + \$150 longevity
Marie Dicks	Kids for Character	\$432
Terry Wallace & Douglas Straeter	Perfection Plus Tutoring, Gr. 6	\$432 ea. 1 day/wk.
Bonnie Higgins & Linda Plym	Perfection Plus Tutoring, Gr. 5	\$432 ea. 1 day/wk.
Melanie McGovern & Nicole DiPiero	Perfection Plus Tutoring, Gr. 4	\$432 ea. 1 day/wk.
Karla O'Connell & Brenda Collier	Perfection Plus Tutoring, Gr. 3	\$432 ea. 1 day/wk.
Katie Merrill &	Perfection Plus Tutoring, Gr. 2	\$432 ea. 1 day/wk.

	Jenna Mackey			
	Lynda Weston & Lianne Kane	Perfection Plus Tutoring, Gr. 1	\$432 ea. 1 day/wk.	
	Donna Wenzke	Intramural Field Hockey	\$432 + \$50 longevity	
	Donna Wenzke	Intramural Volleyball	\$432	
	Donna Wenzke	Just Say No Club	\$432 + 100 longevity	
	Douglas Straeter	Intramural Basketball	\$432	
	Douglas Straeter	Safety Patrol	\$432	
	Carmen Knowles	Spanish Club	\$432	
	Stephen Graff	Young Explorers	\$432	
Full	2.	BE IT RESOLVED that the appointment of Mr. Matthew Emmett as Environmental Club Advisor for the 2011/2012 school year is hereby rescinded.		
Full	3.	BE IT RESOLVED that the appointment of Mr. John Slocum as Boys JV Spring Track Coach is hereby rescinded.		
Full	4.	BE IT RESOLVED that the following extracurricular appointments for the 2011/2012 school year at Palmyra High School are hereby approved:		
		<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
		Ty Belford	Varsity Football Coach	\$7,656
		John Boris	JV Football Coach	\$6,168
		Luther Howard	JV Football Coach	\$5,833
		Tracy Wolf	JV Field Hockey Coach	\$5,086
		John Geisel	Varsity Wrestling Coach	\$6,268
		Laura Masich & Wendy Sitzler	Student Council Co-Advisor	\$1,583 each
		John Geisel	Boys JV Spring Track Coach	\$5,086
		Jennifer Van Zandt	Freshman Class Advisor	\$1,131
		Mike Forte & Jason Lewis	Paraprofessional Athletic Aides for Boys Soccer	volunteers
		Jessica Boatwright, Celena King, Kristen Popenberg & Melanie Sharkey	Paraprofessional Athletic Aides for Girls Soccer	volunteers

13.04 After School Program

Pal. BE IT RESOLVED that approval is hereby granted for Brandon Aaronson to work as a teacher assistant for the After School Program for the 2011/2012 school year at a rate of \$8.95/hr.

13.05 Student Personnel Services

A. Student Placements

Pal. BE IT RESOLVED that approval is hereby granted for a first grade student from Palmyra to attend an ESY Program (7/1 – 7/29/11) at Burlington County Special Services at a tuition cost of \$2,066 plus a 1:1 aide at \$2,106.

B. Educational Field Trips

Pal. 1. BE IT RESOLVED that the following educational trips will be paid by the students and are hereby approved:

Full Date Destination Grade/Subject
 Oct. 21, 2011 Phila. Zoo (9 a.m.) Gr. 3/Mrs. O'Connell
 2. BE IT RESOLVED that the following educational trips will be paid by the students and are hereby approved:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
Sept. 9, 2011	Robbinsville High School for football game	Mr. Moore
Sept. 10, 2011	Wissahickon High School for band competition	Mr. Moore
Sept. 16, 2011	Riverside High School for football game	Mr. Moore
Sept. 17, 2011	Upper Dublin High School for band competition	Mr. Moore
Sept. 24, 2011	Seneca High School/Burl. City H.S. for band competition	Mr. Moore
Oct. 1, 2011	Lenape High School for band competition	Mr. Moore
Oct. 7, 2011	Delran High School for football game	Mr. Moore
Oct. 8, 2011	Delran High School for band competition	Mr. Moore
Oct. 15, 2011	Florence High School for football game	Mr. Moore
Oct. 15, 2011	Bensalem High School for band competition	Mr. Moore
Oct. 29, 2011	Cherokee High School for band competition	Mr. Moore
Oct. 30, 2011	Riverton School for Halloween Parade	Mr. Moore
Nov. 5, 2011	Hatboro Horsham H.S. for band competition	Mr. Moore
Nov. 12, 2011	Hershey, PA for band championship	Mr. Moore
Nov. 24, 2011	Burl. City H.S. for football game	Mr. Moore

Full C. Curriculum

BE IT RESOLVED that the following curriculum is hereby approved per the 2009 Core Content Curricular Standards mandate:

- Introduction to Engineering
- Algebra I
- Algebra II
- Geometry
- Environmental Science
- Environmental Science-Honors
- Environmental Science-College Prep
- Advanced Biology
- 9th Grade Honors Biology
- English I
- English I-Honors
- English I-College Prep

- English II
- English III
- English III-Honors
- English III-College Prep
- English IV
- English IV-Honors
- English IV-College Prep
- HSPA Language Arts Prep
- Statistics
- Controversies in Modern American History
- Advanced Placement European History

Full D. Student Activities

BE IT RESOLVED that the following student activities at Palmyra High School are hereby approved for the 2011/2012 school year:

- Pretzel Sales on Fridays beginning Sept. 16, 2011
- Sale of Panther Paws to benefit Almost Home Animal Shelter
- Bake Sales held after school beginning Jan. 4, 2012
- Spirit Week (week of 10/11/11) and Spirit Dance on Feb. 14, 2012
- Jr. Council canned goods food drive Nov. 1-18, 2011
- Jr. Council sponsored Valentine Dance on Feb. 10, 2012
- Soccer Booster Club to have a carwash/hoagie sale on Sept. 10, 2011

Full E. Twilight Program

BE IT RESOLVED that approval is hereby granted to establish a Twilight Program at Palmyra High School for the 2011/2012 school year.

13.06 Facility Use

Full BE IT RESOLVED that the following applications for use of School Facilities/Fields are hereby approved:

<u>Organization/Individual</u>	<u>Facility/Field Requested</u>	<u>Date(s)</u>
Ranger 35+ Division A Baseball Jim Black 8 a.m.-1:30 p.m.	CSS Field	6/5/11, 6/26/11
Palmyra High School Football	Practice Field Behind the Stadium 4:30-8:30 p.m.	7/26 and 7/27/11
Palmyra Panthers Youth Assoc. Tony Mackiewicz, Jr.	Football Field & Concession Stand 11 a.m. for setup 4-11 p.m. for games	9/17/11, 9/24/11
Palmyra Panthers Youth Assoc. Tina Davis	PHS & CSS Cheerleader practice 6-8 p.m.	Tues.-Wed.-Thurs. 9/7/11 – 11/11/11
Band Parents Terry Sardos	Concession Stand Thursday morning before Friday night and/or Saturday	9/9/11, 9/16/11, 9/23/11, 9/30/11, 10/7/11, 10/15/11, 10/22/11, 10/28/11, 11/4/11,

	Game to clean & stock and one hour before the game.	11/24/11
Expressions Chorale Doris Johnson	High School Auditorium 7:30-9:30 p.m.	Mondays beginning 9/12/11
PHS Soccer Booster Club Maryellen Butler	Room 117 at PHS 7 p.m.	9/12/11, 9/27/11, 10/11/11, 10/24/11, 10/24/11, 11/7/11, 11/21/11
Jr. Student Council Cheryl Bostock	High School Auditorium 6:30-10 p.m.	10/14/11
Jr. Student Council Cheryl Bostock	High School Auditorium 6:30-10 p.m.	2/10/12

13.07 Reimbursement of Board Members for Cost of Criminal History Background Check

Full WHEREAS, Assembly Bill 444, signed into law on May 26, 2011, disqualifies members of board of education or members of charter school boards of trustees from serving in office if they have been convicted of certain crimes; and

WHEREAS, the statute also requires members to undergo criminal history background checks and to pay the cost of such investigations; and

WHEREAS, Assembly Bill 444 permits local boards of education to reimburse individual members for the cost of criminal history background investigations; and

WHEREAS, State law (N.J.S.A. 18A:12-4) prohibits the compensation of local board of education members; and

WHEREAS, Members of the Palmyra Board of Education devote significant time and substantial effort to the governance of the district's public schools; and

WHEREAS, The Palmyra Board of Education believes that individual school board members, who are uncompensated, should be reimbursed for the cost of the criminal history background investigations, which are necessary to continue serving in office. So,

THEREFORE BE IT RESOLVED that the Palmyra Board of Education authorizes reimbursement of individual members for the cost of the criminal history background investigations required by Assembly Bill 444; and

BE IT FURTHER RESOLVED Palmyra Board of Education through its policy adoption process will add the following language to its Bylaws at File Code 0142, "Board Member Qualifications, Prohibited Acts and Code of Ethics", item 3 under Qualifications of Office:

He/she has not been disqualified due to the conviction of a crime or offense listed in N.J.S.A. 18A:12-1 in order to fulfill this requirement:

1. *Each member of the board of education, within 30 days of the election or appointment to the board shall undergo a criminal history*

background check investigation for the purpose of ensuring that the member is not disqualified for membership due to a conviction of a crime or offense pursuant to the statute listed above; and

2. *The board shall reimburse the member for the cost of the criminal history record check, including all costs for administering and processing the check.***

BE IT FURTHER RESOLVED that a copy of Bylaws File Code 0142 as proposed for amendment be attached to this resolution.

13.08 Policy/Regulations

Full A. New Policy
BE IT RESOLVED that the following new policy is given a second reading and hereby adopted:

<u>Name</u>	<u>Number</u>
Employment of Substitute Teachers	3125.2

Full B. Revised Policies/Regulation
BE IT RESOLVED that the following revised policies/regulations are hereby approved:

<u>Name</u>	<u>Number</u>
Board Member Qualification, Prohibited Acts and Code of Ethics	0142
Organizational Chart	1110
Tardiness	R 5240
Student Uniform Dress Code	R 5511
Discipline Code	R 5600

13.09 Job Descriptions

Full BE IT RESOLVED revised job descriptions listed below are hereby approved:

- Curriculum Supervisor #204
- Supervisor of Student Personnel Services #210
- Student Assistance Coordinator #309

13.10 Finance

Full A. Certification
Pursuant to NJAC 6:20-2.13(e), we certify that as of June 30, 2011, after review of the secretary's monthly financial report (appropriations section), and upon consultation with the appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of NJAC 6A:23-A-16.10(c) 3 & 4, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Full B. Bill Lists
BE IT RESOLVED that the bill lists are hereby approved as follows:

- Bill List for August, 2011 \$410,195.07
- Hand Checks for June, 2011 \$1,696,796.15
- Hand Checks for July, 2011 \$444,546.76

Full *C. Secretary's Report
BE IT RESOLVED that the Secretary's Report for June, 2011 is hereby approved.

Full *D. Treasurer's Report
BE IT RESOLVED that the Treasurer's Reports for June, 2011 is hereby approved.

Full *E. Report of Transfers by Account Code
BE IT RESOLVED that the Transfers by Account Code for June, 2011 is hereby approved.

Full F. Substitute and Miscellaneous Program Rates
BE IT RESOLVED that the following substitute/miscellaneous program rates are approved for the 2011/2012 school year:

	<i>Rate</i>
Substitute Teacher with Teaching Certificate	\$70.00/day
Substitute Teacher with Substitute Certificate	\$60.00/day
Substitute Secretaries	\$7.50/hr.
Substitute Teacher Assistants	\$7.25/hr.
Substitute Custodial Workers	\$8.50/hr.
Homebound/Supplemental Teachers	\$18.75/hr.
Central Detention Teacher	\$16.00/hr.
Saturday School Teacher	\$21.00/hr.
Saturday School Teacher Assistant Substitute	\$7.40/hr.
After School Program Teacher Substitute	\$15.00/hr.
After School Program Teacher Assistant	\$7.25/hr.
Bus Drivers	\$18.53/hr.

Full G. Salary Adjustments

1. BE IT RESOLVED that approval is hereby granted to adjust the salary of Mr. Joseph Rosato, English Teacher, from \$55,273 (MA, Step 5) to \$56,473 (MA+15, Step 5) effective September 1, 2011 in order to reflect completed graduate credits.
2. BE IT RESOLVED that approval is hereby granted to adjust the salary of Ms. Linda Headly, LDTC, from \$57,723 (MA+30, Step 5) to \$58,423 (MA+45, Step 5) in order to reflect completed graduate credits.
3. BE IT RESOLVED that approval is hereby granted to adjust the salary of Ms. Cheryl Bostock, business education teacher, from \$60,593 + \$200 longevity (BA+15, step 11) to \$61,968 + \$200 longevity (BA+30, Step 11) in order to reflect completed graduate credits.

Full H. Agency Compliance Officer, Purchasing Agent Compliance Officer, Custodian of School Records, School Alliance Insurance Commissioner
BE IT RESOLVED that Mr. William R. Blatchley is hereby appointed the Agency Compliance Officer, Purchasing Agent Compliance Officer, Custodian of School Records, School Alliance Insurance Commissioner.

Full I. Temporary Purchasing Agent
BE IT RESOLVED that Mr. William R. Blatchley is hereby appointed the Temporary Purchasing Agent effective July 1, 2011 in accordance with *Local Finance Notice 2011-16*, dated 5 May 2011, for a period not to exceed one calendar year. BE IT FURTHER RESOLVED that pursuant to *18A:18A-3(a) and (c)* the local bid threshold be set at \$36,000 and the local quote threshold be set at \$5,400 (15% of bid threshold).

Full J. Signatures on Bank Accounts

1. BE IT RESOLVED that approval is granted for checks drawn on the Palmyra School District Warrant Account, #2228200005, in Beneficial Bank, be signed by the Board President or Vice President, Business Administrator, and School Treasurer.

BE IT RESOLVED that approval is granted for checks drawn on the Palmyra School District Unemployment Insurance Account, #2228200012 in Beneficial Bank, be signed by the Business Administrator.

BE IT RESOLVED that approval is granted for checks drawn on the Palmyra School District Cafeteria Account, #2228200008 in Beneficial Bank, be signed by the Business Administrator.

BE IT RESOLVED that approval is granted for checks drawn on the Palmyra School District Payroll Account, #2228200006 in Beneficial Bank, be signed by the School Treasurer.

BE IT RESOLVED that approval is granted for checks drawn on the Palmyra School District Payroll Agency Account, #2228200007 in Beneficial Bank, be signed by the School Treasurer.

BE IT RESOLVED that the Business Administrator is hereby authorized to initiate fund transfers on Palmyra School District Account #2228300034 in Beneficial Bank

BE IT RESOLVED that the Business Administrator is hereby authorized to initiate fund transfers on Palmyra School District Account #5654000013 in Beneficial Bank

BE IT FURTHER RESOLVED that the names of the officers holding these titles are as follows:

Board President – Richard K. Dreby
Board Vice President – Mary Holloway
Business Administrator – William R. Blatchley
Treasurer of School Monies – Robert Donnahoo

2. BE IT RESOLVED that checks drawn on the Community Activities Fund Checking Account, #2228200011 in the Beneficial Bank, be signed by the Superintendent of Schools and the Secretary of the Board.

BE IT RESOLVED that approval is granted for checks drawn on the Student Activities Fund Checking Account, #2228200010 in Beneficial Bank, be signed by the Athletic Director and the Secretary of the Board.

BE IT FURTHER RESOLVED that the names of the officers holding these titles are as follows:
 Superintendent of Schools – David T. Lindenmuth
 Athletic Director – Joseph McColgan
 Secretary of the Board – William R. Blatchley

14. Fire Drills

Palmyra High School		
Evacuation Drill	6/13/11	19 minutes
	6/20/11	1 minute, 37 seconds
Charles Street School	6/14/11	56 seconds
Tier I Drill	6/14/11	2 min., 15 sec.
Delaware Avenue School	6/8/11	42 seconds
	6/10/11	1 minute, 15 seconds
	7/13/11	50 seconds
	7/20/11	56 seconds

15. Recognition of members of the public wishing to speak on additional items.

The Palmyra Board of Education welcomes comments from the public. However, insulting or disparaging remarks about any staff member or board member will not be tolerated. If such remarks are made, the board president will declare the speaker out of order and will request that the speaker cease and desist from making such comments. Refusal to do so may result in removal from the board meeting.

16. BE IT RESOLVED that the Palmyra Board of Education, pursuant to Sections 7 and 8 of the Open Public Meetings Act, reserves the right to adjourn into a session of the Board closed to the public to discuss personnel and/or legal matters. Action may or may not be taken.

17. Meeting adjourned.