

**PENNSVILLE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION – PUBLIC AGENDA
COMMITTEE OF THE WHOLE MEETING AND SPECIAL ACTION MEETING
JANUARY 19, 2016**

I. CALL TO ORDER

II. ROLL CALL

III. FLAG SALUTE AND MOMENT OF SILENCE

IV. READING OF THE SUNSHINE LAW STATEMENT

V. REVIEW OF THE MINUTES

A. December 14, 2015

1. Regular Session
2. Closed Session

B. December 21, 2015

1. Regular Session
2. Closed Session

C. January 4, 2016

1. Regular Session
2. Closed Session

VI. COMMUNICATIONS

VII. SUPERINTENDENT'S REPORT

- A.** Student Artists of the Month – Mike Adams' Photography Students
- B.** Bond Referendum Update (01/19/16)
- C.** Audit Presentation (01/19/16)
- D.** Athletics – J. Thomas (01/19/16)
- E.** Busy Bees from Valley Park – B. Jordan (01/25/16)
- F.** Football Championship Presentation (01/25/16)
- G.** Review of Fire and Security Drills – December 2015
- H.** Review of Workshop Reports – December 2015

VIII. MOTION TO ACCEPT SUPERINTENDENT'S REPORT

IX. NOTATION OF PUBLIC COMMENTS ON AGENDA ITEMS

The Board President will recognize those individuals in the audience who wish to comment on agenda items. Please respect the following procedure:

1. Be recognized by the Board President
2. State your full name and address
3. Identify the resolution number(s) that you wish to comment on
4. Wait to be recognized before you make your comment (just before the resolution is voted on)
5. Limit your comments to the specific resolution you identified in #3

X. WORK SESSION ITEMS (NON-ACTION)

A. SUPERINTENDENT

- 01-25-[1SP](#) - Approve Adjusted Advisor Stipends – M. Maccarone
- 01-25-[2SP](#) - Approve Advisor – D. Meyer
- 01-25-[3SP](#) - Approve Alternate Route Fees – M. Plale
- 01-25-[4SP](#) - Approve Field Trips
- 01-25-[5SP](#) - Approve Workshops
- 01-25-[6SP](#) - Approve Extra-Curricular Vacancies
- 01-25-[7SP](#) - Approve Homebound Instruction
- 01-25-[8SP](#) - Approve Alternate to After-school Program
- 01-25-[9SP](#) - Approve Anti-Bullying Grade Report for 2014-2015
- 01-25-[10SP](#) - Approve Volunteers
- 01-25-[11SP](#) - Approve Unpaid NJFLA Leave – C. Engler
- 01-25-[12SP](#) - Accept Resignation and Approve as Long-term Substitute
- 01-25-[13SP](#) - Approve *Kids' Tech 3* Advisors
- 01-25-[14SP](#) - Employ Paraprofessional Aide – M. Johnson
- 01-25-[15SP](#) - Approve Transfer – C. Ayares
- 01-25-[16SP](#) - Approve Unpaid Leave of Absence – K. Stalter
- 01-25-[17SP](#) - Accept Coaching Resignation – K. Dunkelberger
- 01-25-[18SP](#) - Approve Speech and Language Contract – S. Grumbacher
- 01-25-[19SP](#) - Accept Retirement – L. McKelvey

B. BUSINESS ADMINISTRATOR

- 01-25-[3BA](#) - Approve JIF Membership Renewal
- 01-25-[4BA](#) - Approve Incoming McKinney-Vento Students
- 01-25-[5BA](#) - Approve Outgoing Tuition Students
- 01-25-[6BA](#) - Approve Outgoing McKinney-Vento Student

- 01-25-[7BA](#) - Approve Delegate to GCSSSD JIF
- 01-25-[8BA](#) - Approve Alternate Delegate to GCSSSD JIF
- 01-25-[9BA](#) - Approve Contract for Home Instruction Services
- 01-25-[10BA](#) - Certify Secretary's Report – November 2015

XI. NEW BUSINESS (ACTION ITEMS)

- 01-19-[1NB](#) - Approve Resolution – Sale of Bonds

XII. SECRETARY'S REPORT

XIII. TREASURER'S FINANCIAL REPORT

XIV. SUPERINTENDENT'S COMMENTS

XV. PRESIDENT'S REPORT/NJSPA UPDATES

XVI. BOARD MEMBER REPORTS

- | | |
|---------------------------------|-------------------------|
| Central Park School | - Mr. Chambers |
| Penn Beach School | - Mrs. Staffieri-Morris |
| Valley Park School | - Mr. Lang |
| Pennsville Middle School | - Mr. Nugent |
| Pennsville Memorial High School | - Mr. Hassler |
| Academies | - Mr. Thomas |

XVII. PUBLIC COMMENTS

This meeting will now be open to members of the public who wish to speak or make comment on agenda items or a school district issue that may be of concern to the residents of the Township of Pennsville. Pursuant to the Open Public Meetings Act. The Board has set aside a portion of this meeting, the length of which will be announced by the presiding Board Officer prior to the first member of the public being acknowledged, for public comment.

Any person who wishes to speak must wait to speak until they have been recognized by the presiding Board Officer. Out of respect for other members of the public that may wish to speak, the Board requests that each speaker cede the floor to the next members of the public as soon as they have finished making their respective comment(s).

If your questions or comments pertain to litigation, student, or personnel matters, the Board asks that you see the Superintendent after the meeting since the Board does not, pursuant to the Open Public Meetings Act, discuss or respond to these items in public.

In addition, please note that the Board has established a specific grievance process in order to ensure an orderly and prompt response to certain public

complaints. The process is set forth in File Code: 1312, "Community Complaints and Inquiries." A copy of this policy is available at your request in the Office of the Superintendent. In order to best facilitate public complaints, the Board requests that members of the public follow the process set forth in File Code: 1312.

XVIII. CLOSED SESSION

XIX. RECONVENE TO OPEN SESSION

XX. HIB CASES (WORK SESSION)

01-25-[HB1](#) - Affirm Findings and Conclusions of HIB Cases

XXI. ADJOURNMENT

THE FOLLOWING MATERIALS WERE AVAILABLE FOR PUBLIC REVIEW AT THIS MEETING:

1. AGENDA

PLEASE NOTE:

QUESTIONS FREQUENTLY ARISE CONCERNING WHAT AN AGENDA MUST LOOK LIKE. IN COMMON USAGE, AGENDA REFERS TO A LIST OF ITEMS TO BE DISCUSSED AND ACTED UPON, AN OUTLINE OF THINGS TO DO. SINCE THERE IS NOTHING IN THE SUNSHINE LAW TO INDICATE ANY SPECIAL MEANING TO THE WORD AGENDA, THE ATTORNEY GENERAL HAS STATED THAT THE ORDINARY AND UNDERSTOOD MEANING OF THE WORD IS TO BE USED. HE CONCLUDED THAT AGENDA REFERS SOLELY TO THE LIST OF SUBJECT MATTERS TO BE DISCUSSED AND ACTED UPON AT THE NEXT MEETING, AND DOES NOT INCLUDE THE SUPPORTIVE OR EXPLANATORY MATERIALS AND REPORTS. (A.G.F.O. 19.1976)

FIRE/SECURITY DRILL REPORT

VALLEY PARK SCHOOL

December 2015



DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
12/21/15 2:55 p.m.	1 min 9 sec	54 degrees Sunny	Pull station in main hall

STAFF: 38 SUBSTITUTES: 3 VISITORS: 0 STUDENTS: 245

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
12/21/15 9:39 a.m.	Lockdown/ Active Shooter	7 min.	42 degrees Sunny	Staff Students Substitutes	Protocols and procedures for lockdown/ Active shooter

STAFF: 37 SUBSTITUTES: 2 VISITORS: 0 STUDENTS: 250

Bobbie-Ann R. Jordan

Miss Bobbie-Ann Jordan
Principal

FIRE/SECURITY DRILL REPORT

Central Park Elementary

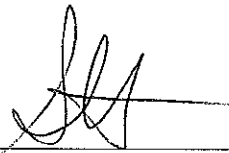
December 2015

FIRE DRILL

DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
12/4/15 - 9:16am	59 seconds	45 & Sunny	Pull Station 2 nd grade exit
STAFF: 32 SUBSTITUTES: 3 VISITORS: 1 STUDENTS: 261			

SECURITY DRILL

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
12/9/15 9:30am	Bomb Threat	6 min	44 & Sunny	Staff & Students	Lockdown
STAFF: 33 SUBSTITUTES: 2 VISITORS: 3 STUDENTS: 266					



 Mr. Steve Hindman
 Principal

FIRE/SECURITY DRILL REPORT
PENN BEACH SCHOOL
December 2015

FIRE DRILL			
DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
12/15/15 9:59 AM	59 seconds	Cloudy & 57°	East Wing Courtyard Pull Station
STAFF: 34	SUBSTITUTES: 2	VISITORS: 1	STUDENTS: 255

SECURITY DRILL					
DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
12/17/15 1:44 PM	Lockdown	4 minutes	Rainy & 53°	Staff Students	An announcement to go into lock-in was made and staff followed the prescribed crisis plan procedures. Security team members monitored the building to ensure the proper procedures took place. An announcement was made which ended the drill. Security team members then communicated to staff pertinent information regarding the drill procedure.
STAFF: 30	SUBSTITUTES: 4	VISITORS: 0	STUDENTS: 255		

Mark Zoppina

Mr. Mark Zoppina
Principal

FIRE/SECURITY DRILL REPORT
PENNSVILLE MIDDLE SCHOOL
December 2015

FIRE DRILL

DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
12/22/2015 8:25:33	1 min., 27 sec 6 min., 7 sec	Light Rain, 62°	Regular Fire Drill
STAFF: 64 SUBSTITUTES: 5 VISITORS: 0 STUDENTS: 355			

SECURITY DRILL

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
12/18/2015 9:48:48	Lockin/ Bomb threat	6 min, 13 sec	Cloudy, 46°	Staff & students	Lockin/bomb threat procedures with students and staff
STAFF: 63 SUBSTITUTES: 6 VISITORS: 0 STUDENTS: 395					

Sheila R. Burris
Sheila R. Burris, Principal

FIRE/SECURITY DRILL REPORT

PENNSVILLE MEMORIAL HIGH SCHOOL

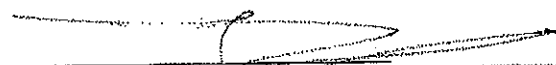
December 2015

FIRE DRILL

DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
Dec. 14, 2015 12:55-12:56:46 Schedule A	1.46	Mostly Cloudy, 64°	Normal
STAFF: 83	SUBSTITUTES: 2	VISITORS: 0	STUDENTS: 517

SECURITY DRILL: Lock-down

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
Dec. 18, 2015 8:51-8:55 Schedule A	Lock-down Drill	4 minutes	Cloudy, 42°	All Staff, Students, and Administrators	Lock-down drill announced, halls cleared, doors closed and locked according to procedure. Attendance taken.
STAFF: 82	SUBSTITUTES: 3	VISITORS: 0	STUDENTS: 511		


 Mr. Matthew D. McFarland
 Principal

WORKSHOP REPORTS – DECEMBER 2015

DATE	NAME	DESCRIPTION
12/01/15	Fulmer, Colleen Jackson, Beth Leino, Matthew	Desmos: An Online Graphing Calculator for Math
12/03/15	Bonowski, David	CISCO Hands-On Workshop
12/03 – 12/04/15	Shute, Geoffrey Simmons, Justin	U.S. All-Star Track & Field/Cross Country Clinic
12/04/15	Brickner, Laura	2015 Elementary Educator's Symposium
12/08/15	Graff, Jacqueline	Close Reading Strategies
12/07 – 12/08/15	Campbell, Candis Davis, Terry Gibau, Nancy Kraft, Jennifer Marks, Laura McCullough, Amber Pagden, Cathy Spears, Jennifer Stewart, Jenifer Veale, Jessica	Co-Teaching Conference
12/10/15	Adams, Justine Wardell, Linda	AIE Grants Workshop
12/11/15	Chávez, Marlo	Cutting-edge Technology to Enhance World Language Instruction
12/15/15	Bernstein, Marleen Bobjak, Susan Lewis, Kevin Neff, Christina Paul, Jennifer Turner, Tracy	Practical Strategies to Implement Project Based Learning (6-12)
12/15/15	Chapkowski, Sarah	Creating Digital Mathematics Assessments
12/17/15	Bonowski, David	How to Build Your Own iOS Apps for K-12
12/17/15	Fulmer, Colleen	Rethinking the Algebra I/Algebra II Curriculum
12/18/15	Baud, Briana Bunch, Robin Weaver, Susan	Salem County School Counselor's Meeting

January 25, 2016

- 01-25-[1SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to adjust the 2015–2016 school year advisor stipends for Michelle Maccarone due to time served from September to December 2015:
 - Class Advisor – Grade 7: \$265.20
 - Middle School Student Council: \$232.00

MCB

kag

January 25, 2016

- 01-25-[2SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to approve Debra Meyer, Pennsville Middle School Teacher of Math, effective January 1 to June 30, 2016, as advisor to the following positions with these pro-rated stipends:
 - Class Advisor – Grade 7: \$397.80
 - Middle School Student Council: \$348.00

MCB

kag

January 25, 2016

- 01-25-[3SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following mandatory training fees for Mathew Plale, alternate route Teacher of English/Journalism at PMHS:
 - Phase 1 - \$580
 - Phase 2 - \$435
 - Phase 3 - \$435

MCB

kag

January 25, 2016

- 01-25-[4SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following field trips:
 1. Team Building Trip
 2. Music Auditions
 3. Performance
 4. Cultural Excursion

MCB

kag

January 25, 2016

01-25-[5SP](#)

- On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following workshops, meals plus mileage not to exceed the state travel reimbursement requirements set forth by the Department of the Treasury:
 - Jana Golboro, Social Worker, to attend *Suicide and Self-Mutilation: Stopping the Pain*, in Cherry Hill, NJ, on February 5, 2016, at a registration cost not to exceed \$219.99.
 - Lisa Colna, PMHS School Counselor, to attend *Solution Focused Strategies to Significantly Increase Counselor Success* in Voorhees, NJ, on March 15, 2016, at a registration cost not to exceed \$239.00.
 - Martha Frampton and Matthew Martin, PMHS Teachers of Music; and Erik Nelson, MS Teacher of Music, to attend the *NJMEA February Inservice Conference* in East Brunswick, NJ, on February 18-20, 2016, at a registration cost not to exceed \$165.00 per person.
 - Alicia Busillo, PMHS Assistant Principal, to attend the *Women's Leadership Conference* in Monroe, NJ, on March 9, 2016, at a registration cost not to exceed \$174.00.
 - John Cooksey, Howard Herrmann, and Ryan Wood, Football Coaches, to attend the *Glazier Football MegaClinic* in Atlantic City, NJ, on February 26-28, 2016, at a combined registration cost not to exceed \$439.00.
 - Lorraine Beyl, District Autism Specialist, and Kristin Craner, Middle School Special Education Teacher, to attend *Facing the Future 24: Discovering a World of Employment Opportunities* in New Brunswick, NJ, on March 18, 2016, at a registration cost not to exceed \$175.00 per person.
 - Julie Brown, School Psychologist; Joanne Ercoli, Special Education Teacher at Valley Park; Ann Haeffner and Patricia Shields, Special Education Teachers at PMHS; Kristen Sanders, Special Education Teacher at Central Park; and Alexa Wachowski, Special Education Teacher at Penn Beach, to attend *Strategies to Strengthen Your Special Needs Students' Executive Functioning Skills* in Voorhees, NJ, on February 24, 2016, at a registration cost not to exceed \$219.00 per person.

MCB

kag

January 25, 2016

- 01-25-[6SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following advisors at the contractual stipends listed:

• Musical Director:	Courtney Waddington	\$1,085
• Dramatics Advisor:	Courtney Waddington	\$1,829 plus \$ 822 per musical
• Choreographer:	Kristin Craner	\$ 754
• Pit Orchestra	Matthew Martin	\$ 579
• Pit Orchestra	Lisa Miller	\$ 579
• Pit Orchestra	Erik Nelson	\$ 579

MCB

kag

January 25, 2016

- 01-25-[7SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the homebound instruction for the following students:

Student #1

Place: Home
Grade: 7
Dates: January 11, 2016 to TBD
Instructor: Meghan Layton
Hours/Week: 2 hours per week
Rate: \$31.15 per hour

Student #2

Place: A Step Ahead Partial Hospital Program
Grade: 7
Dates: January 6, 2016 to TBD
Instructors: P.E.S.I. Staff
Hours/Week: 2 hours per day = 10 hours total per week
Rate: \$31.15 per hour

Student #3

Place: Penn Beach School
Grade: 5
Dates: January 19, 2016 to TBD
Instructor: Pamela Wheatley
Hours/Week: Varies
Rate: \$31.15 per hour

MCB

kag

January 25, 2016

- 01-25-[8SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve Matthew O'Brien, Special Education Teacher at the Middle School, as an alternate to assist special education students in an after-school program for one (1) hour every week at the contractual overtime rate of \$31.15 per hour worked.

MCB

kag

January 25, 2016

- 01-25-[9SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the Anti-Bullying Self-Assessment Reports for the 2014-2015 school year.

MCB

kag

January 25, 2016

- 01-25-[10SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following volunteers, pending criminal history approval, for the 2015-2016 school year:
- Carlton Bodine III
 - Diana Costa-Weselinski

MCB

kag

January 25, 2016

- 01-25-[11SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve a contractual unpaid NJFLA leave of absence for Cara Engler, Teacher of Special Education, from February 17, 2016, to April 1, 2016.

MCB

kag

January 25, 2016

- 01-25-[12SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the resignation of Jenna Nardelli as a Paraprofessional Aide at Valley Park, effective February 5, 2016, and approve her as a substitute teacher at the rate of \$85.00 per day worked for the 2015-2016 school year, effective February 8 to June 30, 2016.

MCB

kag

January 25, 2016

- 01-25-[13SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following advisors for the *Kids' Tech 3* after-school club at Central Park for the 2015-2016 school year at the contractual stipend of \$413 per advisor:
- Robin Efelis
 - Michelle Pedrick

MCB

kag

January 25, 2016

- 01-25-[14SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to employ Megan Johnson, pending criminal history clearance, as a Paraprofessional Aide at Valley Park, effective February 8 to June 30, 2016, on Step #1 of the 2014-15 Paraprofessional Aide's guide at an annual salary of \$16,157, plus a \$325 degree stipend, and with a revised salary to be determined when negotiations are complete.

MCB

kag

January 25, 2016

- 01-25-[15SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the voluntary transfer of Christine Ayares, Teacher of Special Education at Penn Beach, to Teacher of Special Education at the Pennsville Middle School, effective January 26 to June 30, 2016.

MCB

kag

January 25, 2016

- 01-25-[16SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve an unpaid leave of absence for Karen Stalter, Teacher of Grade 5 at Penn Beach, effective December 21, 2015, through April 22, 2016.

MCB

kag

January 25, 2016

- 01-25-[17SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the resignation of Keith Dunkelberger as Assistant Coach for Boys' Tennis for the 2015-2016 school year, effective immediately.

MCB

kag

January 25, 2016

- 01-25-[18SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve Suzanne Grumbacher, Speech Language Pathologist, to provide complete speech and language evaluations from February 1 to June 30, 2016, at an hourly rate of \$80.00, not to exceed a total contractual amount of \$8,000.00.

MCB

kag

January 25, 2016

- 01-25-[19SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the retirement of Linda McKelvey, Reading Coach, effective June 30, 2016.

MCB

kag

January 25, 2016

- 01-25-[3BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve and adopt the attached RESOLUTION and corresponding Indemnity and Trust Agreement regarding the renewal of the Pennsville Public School District's membership in the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a three year membership term effective July 1, 2016.

RD

es

January 25, 2016

- 01-25-[4BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following incoming McKinney-Vento eligible students for the 2015-16 school year:

1 student	Sending District: School: Grade: Effective Dates: Tuition:	Penns Grove Board of Education Pennsville Memorial High School 10 December 21, 2015–June 30, 2016 None (county agreement)
1 student	Sending District: School: Grade: Effective Dates: Tuition:	Philadelphia, Pennsylvania Central Park School 3 January 4, 2016–June 30, 2016 State of New Jersey
1 student	Sending District: School Attending: Grade: Effective Dates: Tuition:	Philadelphia, Pennsylvania Central Park School 2 January 4, 2016–June 30, 2016 State of New Jersey
1 student	Sending District: School Attending: Grade: Effective Dates: Tuition:	Philadelphia, Pennsylvania Pennsville Middle School 7 January 4, 2016–June 30, 2016 State of New Jersey
1 student	Sending District: School Attending: Grade: Effective Dates: Tuition:	Linwood Elementary Linwood, Pennsylvania Central Park School 3 December 23, 2015-June 30, 2016 State of New Jersey

1 student	Sending District:	Pennsville
	School Attending:	Pennsville Middle School
	Grade:	7
	Effective Dates:	January 7, 2016-June 30, 2016
	Tuition:	None
1 student	Sending District:	Pennsville
	School Attending:	Central Park School
	Grade:	3
	Effective Dates:	January 7, 2016-June 30, 2016
	Tuition:	None
1 student	Sending District:	Penns Grove Board of Education
	School Attending:	Pennsville Memorial High School
	Grade:	12
	Effective Dates:	January 7, 2016-June 30, 2016
	Tuition:	None (county agreement)

RD

es

January 25, 2016

01-25-[5BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following outgoing tuition students for the 2015-16 school year:

1 student

School:	Gloucester County Special Services School District Bankbridge Elementary Sewell, New Jersey
Grade:	1
Effective Dates:	January 4, 2016-June 30, 2016
Tuition:	\$36,480.00 per year
Out of County Fee:	\$ 3,000.00 per year
1-1 Aide	\$38,000.00 per year

1 student

School:	Salem County Special Services School District Alternative Middle School
Grade:	8
Effective Dates:	February 1, 2016-June 30, 2016
Tuition:	\$18,500.00 per year

RD

es

January 25, 2016

- 01-25-[6BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following outgoing McKinney-Vento eligible student for the 2015-16 school year:

1 student	Receiving District:	Vineland Board of Education
	Grade:	2
	Effective Dates:	September 3, 2015-October 28, 2015
	Tuition:	\$13,746.12 per year/\$76.37 per day

RD

es

January 25, 2016

- 01-25-[7BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve and adopt the attached **RESOLUTION** regarding the appointment of Richard Davidson as the district's Fund Delegate to the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund effective immediately.

RD

es

January 25, 2016

- 01-25-[8BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve and adopt the attached **RESOLUTION** regarding the appointment of Michael Brodzik, Ed.D. as the district's Alternate Fund Delegate to the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund effective immediately.

RD

es

GLOUCESTER, CUMBERLAND, SALEM SCHOOL DISTRICTS
JOINT INSURANCE FUND
(“Fund”)

RESOLUTION TO APPOINT A NEW DELEGATE

WHEREAS, the **Pennsville Public School District**, hereinafter referred to as “Board”, is a member of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund, hereinafter referred to as “Fund”; and

WHEREAS, both the statutes regulating membership in the Fund and the Fund’s Bylaws require the Board to appoint a Fund Delegate to act as the Board’s representative to the Fund; and

WHEREAS, the Board formerly appointed John Recchinti to the position of Delegate to the Fund in the current Membership Resolution; and

WHEREAS, **Richard Davidson** has replaced John Recchinti in the position of Business Administrator and Board Secretary to the Board;

NOW THEREFORE BE IT RESOLVED, that the Board appoints **Richard Davidson** as its Delegate to the Fund and empowers said Delegate to; exercise the voting rights provided in the Fund’s Bylaws to Delegates in a manner which best protects the Board and Fund, to implement and strengthen the Board’s safety and risk management efforts, to participate fully and with efficiency in the Fund, to comply with all conditions of membership as defined in the Fund Bylaws and Risk Management Program, and to execute all agreements in compliance with membership by the Board in the Fund.

BY: _____ TITLE: Business Administrator/Board Secretary

DATE: January 25, 2016

AYES: _____

NAYS: _____

ABSTAINS: _____

GLOUCESTER, CUMBERLAND, SALEM ASCHOOL DISTRICTS
JOINT INSURANCE FUND
(“Fund”)

RESOLUTION TO APPOINT A NEW ALTERNATE DELEGATE

WHEREAS, the **Pennsville Public School District**, hereinafter referred to as “Board”, is a member of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund, hereinafter referred to as “Fund”; and

WHEREAS, both the statutes regulating membership in the Fund and the Fund’s Bylaws require the Board to appoint a Fund Delegate to act as the Board’s representative to the Fund; and

WHEREAS, the Board originally appointed Mark T. Jones, Ed.D. to the position of Alternate Delegate to the Fund in the current Membership Resolution; and

WHEREAS, **Michael Brodzik, Ed.D.** has replaced Mark T. Jones, Ed.D. in the position of Alternate Delegate to the Fund;

NOW THEREFORE BE IT RESOLVED, that the Board appoints **Michael Brodzik, Ed.D.** as its Alternate Delegate to the Fund and empowers said Alternate Delegate to exercise the voting rights provided in the Fund’s Bylaws to Alternate Delegates in a manner which best protects the Board and Fund, to implement and strengthen the Board’s safety and risk management efforts, to participate fully and with efficiency in the Fund, to comply with all conditions of membership as defined in the Fund Bylaws and Risk Management Program, and to execute all agreements in compliance with membership by the Board in the Fund.

BY: _____ TITLE: Business Administrator/Board Secretary

DATE: January 25, 2016

AYES: _____

NAYS: _____

ABSTAINS: _____

January 25, 2016

- 01-25-[9BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following educational services for an outgoing tuition student for the 2015-16 school year:

1 student	Service Provider:	Bancroft
	Grade:	9
	Effective Dates:	January 5, 2016-June 30, 2016
	Cost:	\$64.00 per hour

RD

es

January 25, 2016

- 01-25-[10BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move that pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pennsville Board of Education certifies that as of November 30, 2015, and after review of the Secretary's Monthly Financial Report appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

RD

es

January 19, 2016

- 01-19-[1NB](#) - On recommendation of the Superintendent, please move the board approve the attached Resolution regarding the form and other details for \$20,900,000 school bonds of the Pennsville Board of Education and providing for their sale.

RD

es

January 25, 2016

- 01-25-[1HB](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to affirm the findings and conclusions of the HIB Case Reports as discussed in Executive Session.

MCB

kag

**RESOLUTION DETERMINING THE FORM AND OTHER
DETAILS OF \$20,900,000 SCHOOL BONDS OF THE
BOARD OF EDUCATION OF THE TOWNSHIP OF
PENNSVILLE IN THE COUNTY OF SALEM, NEW
JERSEY AND PROVIDING FOR THEIR SALE.**

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF PENNSVILLE IN THE COUNTY OF SALEM, NEW JERSEY AS FOLLOWS:

Section 1. The \$20,900,000 bonds of The Board of Education of the Township of Pennsville in the County of Salem (the "Board of Education") authorized by virtue of the proposal adopted by the Board of Education on August 31, 2015 and approved by the affirmative vote of a majority of the legal voters present and voting at the school district election held on November 3, 2015 to finance the school facilities project authorized therein pursuant to Title 18A, Education, of the New Jersey Statutes shall be issued as a single issue of School Bonds in the amount of \$20,900,000 (the "Bonds"). The Bonds shall mature in the principal amounts on September 1 in each of the years as follows:

<u>Year</u>	<u>Principal Amount</u>	<u>Year</u>	<u>Principal Amount</u>
2017	\$1,200,000	2027	\$1,200,000
2018	700,000	2028	1,250,000
2019	750,000	2029	1,300,000
2020	800,000	2030	1,300,000
2021	850,000	2031	1,300,000
2022	900,000	2032	1,300,000
2023	950,000	2033	1,300,000
2024	1,000,000	2034	1,300,000
2025	1,050,000	2035	1,300,000
2026	1,150,000		

The Bonds are subject to redemption prior to their stated maturities in accordance with the Notice of Sale authorized herein. The Bonds shall be nineteen in number, with one certificate

being issued for each year of maturity and shall be numbered R-1 to R-19, inclusive. The Bonds are entitled to the benefits of the New Jersey School Bond Reserve Act, N.J.S.A. 18A:56-17 et seq. (P.L. 1980, c. 72, approved July 16, 1980, as amended by P.L. 2003, c. 118, approved July 1, 2003.)

Section 2. The Bonds will be issued in fully registered form. One certificate shall be issued for the aggregate principal amount of Bonds maturing in each year. Both principal of and interest on the Bonds will be payable in lawful money of the United States of America. Each certificate will be registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York, which will act as securities depository (the "Securities Depository"). The certificates will be on deposit with The Depository Trust Company. The Depository Trust Company will be responsible for maintaining a book-entry system for recording the interests of its participants or the transfers of the interests among its participants. The participants will be responsible for maintaining records regarding the beneficial ownership interests in the Bonds on behalf of individual purchasers. Individual purchases may be made in the principal amount of any multiple of \$1,000 (with a minimum purchase of \$5,000 required) through book-entries made on the books and records of The Depository Trust Company and its participants.

The Bonds will bear interest payable semiannually on the first day of March and September in each year until maturity or earlier redemption, commencing on September 1, 2016, at a rate or rates per annum, expressed in a multiple of 1/8 or 1/20 of 1% and proposed by the successful bidder in accordance with the Notice of Sale authorized herein.

The principal of and the interest on the Bonds will be paid to the Securities Depository by the Board of Education or a duly authorized paying agent on the respective maturity dates and due dates and will be credited on the respective maturity dates and due dates to the participants

of The Depository Trust Company as listed on the records of The Depository Trust Company as of each next preceding February 15 and August 15 (the "Record Dates" for the Bonds). The Bonds shall be executed by the manual or facsimile signature of the President of the Board of Education under the official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Secretary of the Board of Education. The following matters are hereby determined with respect to the Bonds:

Date of Bonds:	Date of Delivery
Interest Payment Dates:	Each March 1 and September 1 until maturity or earlier redemption, commencing on September 1, 2016

Section 3. The Bonds shall be substantially in the following form with such additions, deletions and omissions as may be necessary for the Board to deliver and to market the Bonds in accordance with the requirements of The Depository Trust Company and the final terms of sale:

**SAMPLE BOND FORM FOR INFORMATION ONLY-
DO NOT COMPLETE OR SIGN**

REGISTERED
NUMBER R-___

REGISTERED
\$_____

UNITED STATES OF AMERICA
STATE OF NEW JERSEY

THE BOARD OF EDUCATION OF
THE TOWNSHIP OF PENNSVILLE
IN THE COUNTY OF SALEM

SCHOOL BOND

DATED DATE:	MATURITY DATE:	RATE OF INTEREST PER ANNUM:	CUSIP:
___/___/2016	09/01/20__	_____%	___

THE BOARD OF EDUCATION OF THE TOWNSHIP OF PENNSVILLE IN THE COUNTY OF SALEM, New Jersey (the "Board of Education") hereby acknowledges itself indebted and for value received promises to pay to Cede & CO., as nominee of The Depository Trust Company, which will act as Securities Depository, on the Maturity Date specified above, the principal sum of _____ DOLLARS (\$ _____), and to pay interest on such sum from the Dated Date of this bond at the Rate of Interest Per Annum specified above semiannually on the first day of March and September in each year until maturity or earlier redemption, commencing on September 1, 2016. Interest on this bond will be paid to the Securities Depository by the Board of Education or a duly appointed paying agent and will be credited to the participants of The Depository Trust Company as listed on the records of The Depository Trust Company as of the February 15 and August 15 next preceding the date of such payments (the "Record Dates" for such payments). Principal of this bond, upon presentation and surrender to the Board of Education, will be paid to the Securities Depository by the Board of Education and will be credited to the participants of The Depository Trust Company.

This bond is not transferable as to principal or interest except to an authorized nominee of The Depository Trust Company. The Depository Trust Company shall be responsible for maintaining the book-entry system for recording the interests of its participants or the transfers of the interests among its participants. The participants are responsible for maintaining records regarding the beneficial ownership interests in the bonds on behalf of individual purchasers.

The bonds of this issue maturing prior to September 1, 2027 are not subject to redemption prior to their stated maturities. The bonds of this issue maturing on or after September 1, 2027 are redeemable at the option of the Board of Education in whole or in part on any date on or after September 1, 2026 upon notice as required herein at par, plus in each case unpaid accrued interest to the date fixed for redemption.

Notice of redemption shall be given by mailing by first class mail in a sealed envelope with postage prepaid to the registered owners of the bonds not less than thirty (30) days, nor more than sixty (60) days prior to the date fixed for redemption. Such mailing shall be to the owners of such bonds at their respective addresses as they last appear on the registration books kept for that purpose by the Board of Education or a duly appointed Bond Registrar. Any failure of the securities depository to advise any of its participants or any failure of any participant to notify any beneficial owner of any notice of redemption shall not affect the validity of the redemption proceedings. If the Board of Education determines to redeem a portion of the bonds prior to maturity, the bonds to be redeemed shall be selected by the Board of Education. The bonds to be redeemed having the same maturity shall be selected by the securities depository in accordance with its regulations.

If notice of redemption has been given as provided herein, the bonds or the portion thereof called for redemption shall be due and payable on the date fixed for redemption at the redemption price, together with unpaid accrued interest to the date fixed for redemption. Interest shall cease to accrue on the bonds after the date fixed for redemption. Payment shall be made upon surrender of the bonds redeemed.

This bond is one of an authorized issue of bonds and is issued pursuant to Title 18A, Education, of the New Jersey Statutes and a proposal adopted by the Board of Education on August 31, 2016 and approved by the affirmative vote of a majority of the legal voters present and voting at the school district election held on November 3, 2016. Payment of this obligation is secured under the provisions of the New Jersey School Bond Reserve Act, N.J.S.A. 18A:56-17 et seq., (P.L. 1980, c. 72, approved July 16, 1980, as amended by P.L. 2003, c. 118, approved July 1, 2003), in accordance with which an amount equal to 1% of the aggregate outstanding bonded indebtedness (but not to exceed the moneys available in the fund) of New Jersey counties, municipalities and school districts for school purposes as of September 15 of each year, is held within the State Fund for the Support of Free Public Schools as a school bond reserve pledged by law to secure payments of principal and interest due on such bonds in the event of the inability of the issuer to make payment.

The full faith and credit of the Board of Education are hereby irrevocably pledged for the punctual payment of the principal of and the interest on this bond according to its terms.

It is hereby certified and recited that all conditions, acts and things required by the constitution or the statutes of the State of New Jersey to exist, to have happened or to have been performed precedent to or in the issuance of this bond exist, have happened and have been performed and that the issue of bonds of which this is one, together with all other indebtedness of the Board of Education, is within every debt and other limit prescribed by such constitution or statutes.

IN WITNESS WHEREOF, THE BOARD OF EDUCATION OF THE TOWNSHIP OF PENNSVILLE IN THE COUNTY OF SALEM, New Jersey has caused this bond to be executed in its name by the manual or facsimile signature of its President, its corporate seal to be hereunto imprinted or affixed, this bond and the seal to be attested by the manual signature of its Secretary, and this bond to be dated the Dated Date as specified above.

[SEAL]

THE BOARD OF EDUCATION OF THE
TOWNSHIP OF PENNSVILLE IN THE
COUNTY OF SALEM

ATTEST:

By: _____ (Facsimile)
President

By: _____
Secretary

[END OF SAMPLE BOND FORM]

Section 4. The Bonds shall be sold on January 28, 2016 via the "PARITY Electronic Bid System" (PARITY) upon the terms and the conditions set forth in and described in the Full

Notice of Sale authorized below and set forth in Exhibit A attached hereto (the “Full Notice of Sale”). The Full Notice of Sale shall be posted in full on PARITY and in The Bond Buyer Online. The Business Administrator/Board Secretary is hereby directed to arrange for the publication of the Short Notice of Sale authorized below and set forth in Exhibit B attached hereto (the “Short Notice of Sale”) and the Summary Notice of Sale authorized below and set forth in Exhibit C (the “Summary Notice of Sale”). The Notices of Sale shall be posted and published as required by law not less than seven days prior to the date of sale. The full Notice of Sale shall be substantially in the form attached hereto as Exhibit A, the Short Notice of Sale shall be substantially in the form attached hereto as Exhibit B, and the Summary Notice of Sale shall be substantially in the form attached hereto as Exhibit C, each with such additions, deletions and omissions as may be necessary for the Board to market the Bonds in accordance with the requirements of The Depository Trust Company and PARITY. The Short Notice of Sale shall be published in the Board’s local paper and the Summary Notice of Sale shall be published in the Bond Buyer, a financial newspaper published and circulating in the City of New York, New York, and in The Bond Buyer Online.

Section 5. The Board of Education hereby designates the Business Administrator/Board Secretary as the officer to sell and to award the Bonds and to act on behalf of the Board in accordance with the Notices of Sale authorized herein, and the Business Administrator/Board Secretary shall report in writing the results of the sale to this Board of Education as required by law.

Section 6. The Bonds shall have printed thereon a copy of the written opinion with respect to the Bonds that is to be rendered by the law firm of McManimon, Scotland & Baumann, LLC (“Bond Counsel”) complete except for omission of its date.

Section 7. Bond Counsel is authorized to arrange for the printing of the Bonds, and Phoenix Advisors, LLC (the "Financial Advisor"), Nightlinger, Colavita & Volpa, P.A., the auditor, or Bond Counsel are authorized to arrange for the printing of the Official Statement to be prepared in connection with the sale of the Bonds and to arrange for the distribution of the preliminary Official Statements on behalf of the Board of Education to those financial institutions that customarily submit bids for such Bonds. The Financial Advisor and Bond Counsel are authorized to prepare the Official Statement necessary in connection with the issuance of the Bonds, and the President of the Board of Education is authorized to execute any certificates necessary in connection with the distribution of the Official Statement. Such Official Statement may be distributed in preliminary form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission on behalf of the Board of Education by the Business Administrator/Board Secretary or by the President of the Board of Education. Final Official Statements shall be delivered to the purchaser of the Bonds within the earlier of seven business days following the sale of the Bonds or to accompany the purchaser's confirmations that request payment for the Bonds. Bond Counsel or the Financial Advisor are further authorized to arrange on behalf of the Board of Education for a rating for the Bonds from Standard & Poor's and/or Moody's.

Section 8. The Business Administrator/Board Secretary is hereby authorized to make representations and warranties, to enter into agreements and to make all arrangements with The Depository Trust Company, New York, New York, as may be necessary in order to provide that the Bonds will be eligible for deposit with The Depository Trust Company and to satisfy any obligation undertaken in connection therewith.

Section 9. In the event that The Depository Trust Company may determine to discontinue providing its service with respect to the Bonds or is removed by the Board of

Education and if no successor Securities Depository is appointed, the Bonds that were previously issued in book-entry form shall be converted to registered bonds (the "Registered Bonds") in denominations of \$5,000, or any integral multiple thereof, except that an amount maturing in any one year in excess of the largest principal amount thereof equaling a multiple of \$5,000 will be in denominations of \$1,000, or any integral multiple thereof. The beneficial owner under the book-entry system, upon registration of the Bonds held in the beneficial owner's name, will become the registered owner of the Registered Bonds. The Board of Education shall be obligated to provide for the execution and delivery of the Registered Bonds in certificate form.

Section 10. Solely for purposes of complying with Rule 15c2-12 of the Securities and Exchange Commission, as amended and interpreted from time to time (the "Rule"), and provided that the Bonds are not exempt from the Rule and provided that the Bonds are not exempt from the following requirements in accordance with paragraph (d) of the Rule, for so long as the Bonds remain outstanding (unless the Bonds have been wholly defeased), the Board of Education shall provide for the benefit of the holders of the Bonds and the beneficial owners thereof:

(a) On or prior to February 1 of each year, beginning February 1, 2017, electronically to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") system or such other repository designated by the SEC to be an authorized repository for filing secondary market disclosure information, if any, annual financial information with respect to the Board of Education consisting of the audited financial statements (or unaudited financial statements if audited financial statements are not then available, which audited financial statements will be delivered when and if available) of the Board of Education and certain financial information and operating data consisting of (1) Board of Education indebtedness; (2) property valuation information; and (3) tax rate, levy and collection data. The audited financial

statements will be prepared in accordance with generally accepted accounting principles as modified by governmental accounting standards as may be required by New Jersey law;

(b) if any of the following material events occur regarding the Bonds, a timely notice not in excess of ten business days after the occurrence of the event sent to EMMA:

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults, if material;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
- (7) Modifications to rights of security holders, if material;
- (8) Bond calls, if material, and tender offers;
- (9) Defeasances;
- (10) Release, substitution, or sale of property securing repayment of the securities, if material;
- (11) Rating changes;
- (12) Bankruptcy, insolvency, receivership or similar event of the obligated person;
- (13) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
- (14) Appointment of a successor or additional trustee or the change of name of a trustee, if material.

For the purposes of the event identified in subparagraph (12) above, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental

authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

(c) notice of failure of the Board of Education to provide required annual financial information on or before the date specified in this resolution shall be sent in a timely manner to EMMA.

Section 11. If all or any part of the Rule ceases to be in effect for any reason, then the information required to be provided under this resolution, insofar as the provision of the Rule no longer in effect required the provision of such information, shall no longer be required to be provided.

Section 12. The Business Administrator/Board Secretary shall determine, in consultation with Bond Counsel, the application of the Rule or the exemption from the Rule for each issue of obligations of the Board of Education prior to their offering. Such officer is hereby authorized to enter into additional written contracts or undertakings to implement the Rule and is further authorized to amend such contracts or undertakings or the undertakings set forth in this resolution, provided such amendment is, in the opinion of nationally recognized bond counsel, in compliance with the Rule.

Section 13. In the event that the Board of Education fails to comply with the Rule requirements or the written contracts or undertakings specified in this resolution, the Board of Education shall not be liable for monetary damages, remedy being hereby specifically limited to specific performance of the Rule requirements or the written contracts or undertakings therefor.

Section 14. The Business Administrator/Board Secretary is authorized to invest the proceeds of the Bonds in investment obligations or deposits as permitted in accordance with New Jersey law.

Section 15. The Business Administrator/Board Secretary is authorized to pay the costs of issuance at or after the time of closing to the various participants regarding the sale and issuance of the Bonds, including costs for the publications, preparation and printing of the official statement, credit rating, legal services, financial advisory services and other miscellaneous costs of issuing the Bonds.

Section 16. The Business Administrator/Board Secretary and other appropriate representatives of the Board of Education are authorized to take all other actions on behalf of the Board necessary for the sale and the delivery of the Bonds in accordance with this resolution and the investment of the proceeds thereof in accordance with the requirements of law.

Section 17. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following vote:

AYES:

NAYS:

CERTIFICATE

I, Richard Davidson, Business Administrator/Board Secretary of The Board of Education of the Township of Pennsville in the County of Salem, New Jersey, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the Board of Education duly called and held on January 19, 2016 has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the Board of Education and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal
of the Board of Education this _____ day of
_____, 2016.

Richard Davidson
Business Administrator/Board Secretary

[BOARD SEAL]