

**PALMYRA BOARD OF EDUCATION
MINUTES
October 9, 2012**

1. Call to order prior to 7:16 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 October 5, 2012.

2. Moment of Silent Meditation

3. Roll Call:

Mr. Keith Austin
 Ms. Nancy Brett
 Mr. Richard Dreby, President
 Ms. Valerie R. Flourney
 Ms. Vanessa Flourney
 Mrs. Mary L. Holloway, Vice President
 Mr. Stanley Ozalis
 Mr. John Quigg
 Mr. Scott Warnock, Riverton Representative
 Ms. Amy Pine, Beverly Representative
 Ms. Irene Farinas, Student Representative

Present: Mr. Austin, Ms. Brett, Mr. Dreby, Ms. Valerie R. Flourney, Ms. Holloway, Mr. Ozalis, Mr. Warnock (7:24 p.m.), Ms. Farinas

Absent: Ms. Vanessa Flourney, Mr. Quigg, Ms. Pine

4. Salute to the Flag

5. Presentations

- Students of the Month

Gr. 6	Shyla Bell
Gr. 7/8	Jessica Goldschmidt
Gr. 9/10	Dana Foedisch
Gr. 11/12	Olivia White
- Robert Stewart of Inverso & Stewart LLC presented the 2011/2012 Audit
- Kathy Friess gave a presentation of the "Green Dot" program (<http://www.livethegreendot.com/>)

6. Superintendent's Report

1. 2011-2012 Violence and Vandalism Report:

Violence: 18
 Police Notifications: 3
 Out-of-School Suspensions: 24
 Student Offenders: 20
 Student Victims: 10
 School Personnel Victims: 3
 Assignments/Instruction/Support Services: 14
 Home Assignment/Home Instruction: 13

Period II

Violence: 15
 Weapons: 1
 Out-of-School Suspensions: 27
 Student Offenders: 28
 Student Victims: 7
 School Personnel Victims: 1
 Assignments/Instruction/Support Services: 19
 Home Assignment/Home Instruction: 18
 Out-of-District Program: 1

2. 2011-2012 HIB Report:

Period I

HIB Investigations: 56
 Confirmed HIB Incidents: 6
 Training Provided: 10
 Policy – 1
 Other – 9
 Targeted Populations:
 District Level Administrator: 2
 District Anti-Bullying coordinator: 3
 School-Level Administrator: 4
 School Anti-Bullying Specialist: 1
 Teachers: 2
 Other School Staff: 2
 Contracted Service Provider: 1
 Other: 2
 Total Number of Participants: 17

Period II

HIB Investigations: 30
 Confirmed HIB Incidents: 4
 Training Provided: 6
 Other: 6
 Targeted Populations:
 District Anti-Bullying Coordinator: 6
 Total Number of Participants: 6

3. QSAC

- a. District received its performance review on September 11, 2012.
- b. Scores are reported for the following DPR areas:
 - Instruction and Program: 60%
 - Fiscal Management: 78%
 - Governance: 86%
 - Operations: 100%
 - Personnel: 100%
- c. The District Improvement Plan is due on December 15, 2012.

4. Curriculum

- a. An initial audit has been performed on the Math and Language Arts curriculum (all grade levels).
- b. Curriculum Committee of the BOE will meet to review the audit (post 11/1 arrival of Ms. Saia).

5. District Overview

- a. Staff in-service held on Friday 10/5
 - i. Training in Journeys K-5 language arts series
 - ii. Training from Pearson for 6-8 language arts series
 - iii. Training from Pearson for Algebra I and Geometry
 - iv. OnCourse SIS provided in-depth training for all staff throughout the day
 - v. CPR/AED training conducted for all PE teachers and coaches
- b. Danielson-Teachscape Observation/Evaluation Tool
 - i. DEAC Committee being formed; individuals selected
 - ii. On-going administrator training being conducted
- c. Weekly updates sent to all BOE members

- 7. Mr. Lindsay presented himself as a candidate for the unexpired board vacancy. The members questioned Mr. Lindsay concerning his qualifications for the position.

8. Committee Reports

Curriculum & Instruction: The committee did not meet during this period. Mr. McBride delivered a math and language arts curriculum package to the committee for future consideration.

Finance & Physical Plant: Mr. Austin presented the September buildings and grounds report.

Human Resources: The committee did not meet during this period. Mr. McBride noted that we have begun the process of updating job descriptions for committee review and approval.

Mr. Dreby noted that the board is preparing for upcoming negotiations with the PEA & PAA.

Policy: The committee did not meet during this period.

- 9. Correspondence - none

10. Recognition of members of the public wishing to speak on agenda items:
Ms. Beck asked a number of questions concerning the location of the homecoming dance.

11. Routine Business

A. Entertain a motion to accept the following reports:

- Cafeteria Report – July & August, 2012
- Enrollment Report – September, 2012
- Health Report – September, 2012
- HIB Report – September, 2012
- Violence, Vandalism & Substance Abuse Report – September, 2012

Motion: Mr. Stanley Ozalis

Second: Ms. Valerie Flournoy

Vote: Unanimous

B. Entertain a motion to accept the following minutes:

- Regular Meeting of September 12, 2012

Motion: Ms. Mary Holloway

Second: Mr. Keith Austin

Vote: Unanimous

12. Old Business - none

13. Discussion Item

14. 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 Personnel

Full A. Resignation

BE IT RESOLVED that the resignation of Mr. Julio Pabon, Maintenance Worker, is hereby accepted effective September 21, 2012.

Full

B. Appointments

1. BE IT RESOLVED that Mr. Gerald J. Bongard is hereby appointed as a Maintenance Worker for the 2012/2013 school year at a salary of \$32,000 pro-rated, effective October 16, 2012.
2. BE IT RESOLVED that Mr. Fabian Philippoussis is hereby approved as a long term substitute teacher for grade 1 from October 15, 2012 through January 4, 2013 at a salary of \$49,453 (BA, Step 1) pro-rated.
3. BE IT RESOLVED that approval is hereby approved for Dr. Joseph Keenan, Interim Child Study Team Director, to work four days/week at a cost not to exceed \$40,000.
4. SUPPLEMENTAL SERVICES to be determined and provided by 10/9/12.

Full

C. Professional Development/Travel

1. BE IT RESOLVED that the following Professional Development Workshops are hereby approved:

<i>Staff Member</i>	<i>Name/Date of Workshop</i>	<i>Workshop Cost</i>	<i>Workshop Location</i>	<i>Total Mileage Reimbursement Cost</i>
Michael Budden	International Marine Art Exhibition on 9/21/12	\$80.00	Mystic, CT	\$125.00 (403 mi.)
Samantha Crean	Naviance Tutorial from a Counselor on 9/25/12	N/A	Jenkintown, PA	\$6.20 (20 mi.)
Ken Miller, Dan Licata	Ulysses S. Grant – Grant on 9/28/12	N/A	Moorestown, NJ	\$7.60 (6.14 mi.)
Ann Feinleib	SJAATG Fall Professional Day on 10/19/12	\$35.00	Blackwood, NJ	\$12.40 (40 mi.)
Joe McColgan	NJSIAA Sectional Meeting on 10/17/12	N/A	Robbinsville, NJ	\$18.60 (60 mi.)
Sara Alven	NJ Assoc. of School Social Workers Fall Workshop on 10/24/12	\$125.00	Monroe Twp., NJ	\$30.38 (98 mi.)
Laura McMullin, Karen Frengs, Tom Walck	Battelle Developmental Inventory Training on 10/4/12	N/A	Mullica Hill, NJ	\$21.84 (23.5 mi.)
Samantha Crean, Kara Shore, Alex Torrance	Model Student Assistance Program on 10/9, 10/10, 10/11/12	N/A	Burlington, NJ	\$61.38 (22 mi./day)
Joe McColgan, Kim Hoffman	Improving School Climates & the Conditions for Learning on 10/9/12	N/A	Voorhees, NJ	\$16.12 (26 mi.)

Brian McBride, Joseph Martin, Jeanne Barber	Teachscape on 10/9/12	N/A	Delran, NJ	\$10.23 (11 mi.)
Sara Alven, Karyn Frengs, Kim Hoffman, Kara Shore	Threat Assessment Training on 10/18/12	N/A	Williamstown, NJ	\$66.96 (est. 54 mi.)
Jeanne Barber	County Crisis Team Meetings on: 9/24/12; 10/2/12; 10/30/12; 12/13/12	N/A	Westampton, NJ	\$37.20 (\$9.30 per day-30 mi.)
Samantha Crean	Burlington County Counselor's Round Table on 10/18/12	N/A	Maple Shade, NJ	\$9.56 (15.46 mi.)
Kim Hoffman Samantha Crean, Joe McColgan, Joe Martin	An Introduction to Teasing & Bullying on 10/25/12	\$40.00 refundable deposit	New Brunswick, NJ	\$136.40 (110 mi.)
Samantha Crean, Kara Shore	Financial Aid in Difficult Fiscal Times on 10/26/12	N/A	Mt. Laurel, NJ	\$20.94 (22.5 mi.)
Samantha Crean	School Climates & the Condition of Learning on 10/30/12	N/A	Mercerville, NJ	\$18.60 (60 mi.)
Charles Hensel	Making Best Use of iPads and Other Digital Tools on 11/1/12	\$219.00	Cherry Hill, NJ	\$9.30 (30 mi.)
Howard Norcross	NJASRO Annual Conference on 11/8 to 11/9/2012	\$150.00	Atlantic City, NJ	\$76.88 (248 mi.)
Frank Foster	The Athletic Trainer Series on 11/13/12	\$40.00	Collingswood, NJ	\$5.27 (17 mi.)
Stephanie Werner	American Council on the Teaching of Foreign Language 11/16 to 11/18/2012	\$290.00	Philadelphia, PA	\$21.01 (67.80 mi.)
Lianne Kane	Research-Based Early Intervention on 11/28/12	\$219.00	Voorhees, NJ	\$8.44 (27.24 mi.)
Sabrina Bonner, William Donley, Maureen Reiss, John Slocum, Danielle Willard, Michele Trefz	Best Strategies for Using iPads on 11/30/12	\$1230.00 (\$205.00 per staff member)	Cherry Hill, NJ	\$44.64 (24 mi.)
Maureen Reiss	Tools to Make Social Studies Come Alive on 12/4/12	\$225.00	Voorhees, NJ	\$8.37 (27 mi.)

Full D. Leave of Absence

BE IT RESOLVED that approval is hereby granted for Mrs. Laura McMullin, School Psychologist, to take a leave of absence from November 28, 2012 (utilizing 12 sick days) through May 3, 2013.

Full E. Request to Enroll in Graduate Course and Apply for Tuition Reimbursement

BE IT RESOLVED that the following request to enroll in a graduate course and apply for tuition reimbursement upon completion of the course is hereby approved:

<u>Staff Member</u>	<u>Course/Dates/University</u>	<u>Reimbursement Cost</u>
Joni Geiser	Practicum/Seminar II in Administration/Supervision from 9/24/12 to 12/24/12 at Rowan Univ.	\$1,800

Full F. Substitute Employees 2012-2013

BE IT RESOLVED that the following personnel is hereby approved as a substitute for the 2012/2013 school year pending approval by the Burlington County Office of Education:

<u>Name</u>	<u>Position</u>	<u>Rate of Pay</u>
Lisa DesJardins	Teacher	\$80/day
Katherine Futia	Teacher	\$80/day
Jessica Mullin	Teacher	\$80/day
Rachel Minton	Teacher	\$70/day

Full G. Observation

BE IT RESOLVED that approval is hereby granted for the following Rowan University interns to observe Mr. Michael Papenberg on 10/18/12 and 10/25/12:

Danielle Magazzu	Evan Norwood	Christopher Oresig
Erica Reich	Heather Roy	David String
Samantha Trapp	Courtney West	

H. Extracurricular Activities

Full 1. BE IT RESOLVED that approval is hereby granted to change the name of the Debate Club to "Consumer Affairs Club" under the guidance of Mr. Matthew Dyl. BE IT FURTHER RESOLVED that approval is hereby granted to participate in the 2013 Consumer Bowl.

Full 2. BE IT RESOLVED that approval is hereby granted for the Football Booster Club to donate new customized red home uniforms for the varsity football team.

Full 3. BE IT RESOLVED that the following extracurricular appointments are hereby approved for the 2012/2013 school year:

<u>Staff Member</u>	<u>Activity</u>	<u>Stipend</u>
Melanie Sharkey	Substitute Teacher for Central Detention	\$25/hr.
Lachelle Pitt	Paraprofessional Athletic Aide For Cheerleading	volunteer

Motion: Ms. Nancy Brett

Second: Mr. Keith Austin

Ayes: (7) Ms. Brett, Ms. Valerie Flourney, Mr. Austin, Mr. Ozalis, Mr. Warnock, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0)

- Pal. 4. BE IT RESOLVED that the following extracurricular appointment at Charles Street School is hereby approved for the 2012/2013 school year:

<u>Staff Member</u>	<u>Activity</u>	<u>Stipend</u>
Catherine Blatchley	Perfection Plus Tutoring Club	\$442

- Pal. 5. BE IT RESOLVED that approval is hereby granted to initiate an After School Book Club for Grade 3 at a cost of \$442 for an advisor.

- Pal. I. Volunteers

BE IT RESOLVED that the following volunteers are hereby approved for the 2012/2013 school year at Charles Street School:

Helen Mulhern	Sharon Morrell	Katherine Bruno
Jennifer Allen	Sheila Trampe	Bea Dore
Jennifer Young	Jill Cancelliere	Bonnie Higgins
Michelle McCann	Mary DeJoseph	

Book Mates

Debbie Chaiken	Lina Shane
Carol Copper	Bebe Cohn
Steve Mucha	Lisa Baker
Joan Malloy	Jan DeVries
Dennis Malloy	Janet Karrman

PTA

Laurie Beck, President	Tim Gillespie	Edith Cooper
Kathy Hartman, Vice Pres.	Jen Crean	Alisha Phillips
Lisa Muir Jablonski-Secty.	Jacqui Nece	Patricia Flores
Mindie Weiner-Treasurer	Peg Turley	Jessica Lorenz
Vickie Agnew	Carol Livingstone	Krista Gibson
Theresa Sardos	Maureen Haines	Amy Giannini
Nancy Brett	Linda Yansick	Jill Vassalluzzo
Nicole Shipley	Jennifer Allen	Hilary Weaver
Jennifer Young	Jessica Chando	Michelle McCann
Gina Tait	Betsy Kearney	Dolly Baker
Dawn Skelly	Ed Kearney	Kim Gillespie
Donna Ward	Sharon Lake	Christine Cox
Liz Domask	Colleen Sacca	Andrea Schmidheiser
Carolyn Murphy	Sandra Young	

13.02 Student Personnel Services**A. Educational Field Trips**

- Pal. 1. BE IT RESOLVED that the following field trips at Delaware Avenue School are hereby approved:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
10/18/12	Palmyra Fire Station	Preschool/Ms. Adamczyk, Mrs. Pogoda
10/25/12	Stellwag's Hidden Acres Farm	Preschool/Ms. Adamczyk, Mrs. Pogoda

Motion: Mr. Stanely Ozalis

Second: Mr. Keith Austin

Ayes: (6) Ms. Brett, Ms. Valerie Flourney, Mr. Austin, Mr. Ozalis, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (1) Mr. Brett from 13.01 (I)

- Pal. 2. BE IT RESOLVED that the following field trips at Charles Street School are hereby approved:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
10/26/12	Johnson's Farm in Medford, NJ	Gr. K/Ms. Mills, Ms. Hoffecker, Ms. Marron, Mrs. Wilson, Mrs. Weston
11/7/12	Philadelphia Zoo	Gr. 3/Ms. O'Connell
12/5/12	Palmyra Community Center	Gr. 3-6/Mr. DeFranco

- Full 3. BE IT RESOLVED that the following field trips at Palmyra High school are hereby approved:

<u>Date</u>	<u>Destination</u>	<u>Grade/Subject</u>
10/29/12	The College of New Jersey	Gr. 7-8/Mrs. Bostock
	Student Council Fall Business Meeting	Gr. 9-12/Mrs. Van Zandt
11/28/12, 12/5/12; 12/7 or 12/10/12;	Burlington County Complex for Youth & Government	Gr. 9-12/Ms. Werner
	Camden Riverfront for Youth & Government	Gr. 7-12/Ms. Werner
3/10/13	Trenton State House for Youth & Government	Gr. 7-12/Ms. Werner
4/12 to 4/14/2013	Trenton, NJ for Youth & Government	Gr. 7-12/Ms. Werner
11/29/12	College Fair in Hamilton, NJ	Gr. 11-12/Ms. Shore
1/9/13	The College of New Jersey Student Council Winter Convention	Gr. 9-12/Mrs. Van Zandt, Mrs. McClure

B. Homebound Instruction

- Full BE IT RESOLVED that the following requests for homebound instruction are hereby approved:

- TJ: 9/12/12 to 9/28/12
- JA: 9/17/12 (end date to be determined)

Full C. Fund Raisers

BE IT RESOLVED that the following fund raisers are hereby approved:

- a. Student Council – Jennifer Van Zandt
 - i. Candy bar sales – Thursdays - October 11, 2012 – June 13, 2013
 - ii. Magazine Sales – October 15, 2012 – November 2, 2012
 - iii. Tervis Tumbler Sale – November 12, 2012 – sold out
 - iv. “Penny Wars” – November 19, 2012 – November 21, 2012
 - v. Homecoming Dance – November 21, 2012
 - vi. Gift Basket Raffle – December 1, 2012 (During Craft Fair)
 - vii. Jingle Bells Sale – December 10, 2012 – December 14, 2013
 - viii. Mid-term Exams Snack Sale – January 22, 2013 – January 25, 2013
 - ix. Mr. PHS – May 1, 2013
- b. Class of 2015 – Jennifer VanZandt
 - i. Bake Sales – Wednesdays – October 10, 2012 – June 12, 2013 (excludes the following dates: 10/24, 11/7, 11/21, 12/5, 12/20)
 - ii. Class T-Shirt sales – October 15, 2012 – October 26, 2012
 - iii. Gift Basket Raffle – November 22, 2012 (At Football Game)
 - iv. Teacher Pie Toss – May 31, 2013
- c. Green Dot – Kara Shore
 - i. Dress Down Day – October 19, 2012
- d. PTA – Gina Tait/Kathy Hartman
 - i. Palmyra Blanket and Flag Sales at the below home night sporting events:
 - 10/11 – Boys Soccer
 - 10/15 – Girls Soccer
 - 10/25 – Girls Soccer
 - 10/26 – Football
 - 11/2 – Football
 - ii. Concession sales at Legion Field Stand – October 30, 2012 (During/After Halloween Parade)
- e. Soccer Booster Club – Gina Tait
 - i. Concession sales at Legion Field Stand – October 19, 2012 (alumni soccer game)
 - ii. “Wing-off” – Whistlers’ Tavern – November 24, 2012
- f. Spanish NHS – Katie Salvo
 - i. Coat Drive – October 11, 2012
 - ii. Taco Sales – November 19, 2012 & December 1, 2012 (During Craft Fair)
 - iii. Taco Sale – November 20, 2012
- g. Interact – Lorita Foster
 - i. Breast Cancer Awareness Bracelet Sale – October 15, 2012 – October 25, 2012
 - ii. Bake Sales on the following 2012 dates :

10/23, 10/24, 11/6, 11/7, 11/21, 12/4, 12/5, 12/19, 12/20

- iii. "Pay to wear Pink" – Breast Cancer Awareness Dress down day – October 26, 2012
- iv. Bake Sale – November 20, 2012
- h. Field Hockey Booster Club – Tracy Foedisch
 - i. Snack Sale during Halloween Parade – October 30, 2012
 - ii. "Novelties" Sales during home night football games (glow sticks, cow bells, etc...)
 - October 26, 2012
 - November 2, 2012
- i. Cheerleaders Booster Club
 - i. Use of 2nd Snack Stand - October 26, 2012 (during Football game)
- j. Football Booster Club
 - i. Use of 2nd Snack Stand -during the below Football games
 - November 2, 2012
 - November 22, 2012
- k. Girls' Tennis Boosters
 - i. "Dine and Donate" – PJ Whelihan's – October 25, 2012
- l. Cheerleading – Cupcake sale – During home football games (10/26, 11/2, 11/22)
(All funds raised at 10/26 game will be donated to the Susan G. Koman foundation, therefore no money will be deposited into the Cheerleading Booster account.)
- m. German Club
 - i. German Chocolate Holiday Fundraiser – October-November
 - ii. Gummibears – January-April
 - iii. German Ice Cream – May-June

Full D. Student Activities

- 1. BE IT RESOLVED that approval is hereby granted to host a student assembly, "Invisible Children," at Palmyra High School on October 31, 2012 (no cost to the district).
- 2. BE IT RESOLVED that approval is hereby granted for students to participate in the 17th Annual High School Consumer Bowl Competition in the winter and spring of 2013.
- 3. BE IT RESOLVED that approval is hereby granted to hold the Homecoming Dance on November 21, 2012

Full E. Public Speaker

BE IT RESOLVED that approval is hereby granted for Levar Fisher (former NFL player) to present a "Freeze & Think" assembly to grades 9-12 during the week of 10/22/12.

Motion: Ms. Valerie Flourney

Second: Mr. Keith Austin

Ayes: (7) Ms. Brett, Ms. Valerie Flourney, Mr. Austin, Mr. Ozalis, Mr. Warnock, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0)

13.03 *Quality Assurance Annual Reporting Documents

- Full BE IT RESOLVED that approval is hereby granted to submit the following items to the Burlington County Office of Education for approval:
- Annual Maintenance Budget Amount Worksheet (M-1 Report)
 - Comprehensive Maintenance Plan
 - Annual Facilities Checklist for Delaware Avenue, Charles Street School and Palmyra High School

13.04 *School Safety & Security Plan

- Full BE IT RESOLVED that the School Safety and Security Plan for 2012/2013 is hereby approved.

13.05 *Nursing Services Plan

BE IT RESOLVED that the Nursing Services Plan for the 2012/2013 school year is hereby approved.

13.06 Toilet Room Facilities Waiver

- Full BE IT RESOLVED that approval is hereby granted to submit a Toilet Room Facilities Waiver for K Classrooms in Charles Street School for the 2012-2013 School Year.

Motion: Ms. Nancy Brett

Second: Ms. Mary Holloway

Ayes: (7) Ms. Brett, Ms. Valerie Flournoy, Mr. Austin, Mr. Ozalis, Mr. Warnock, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0)

13.07 Finance

- Full A. Certification
Pursuant to NJAC 6:20-2.13(e), we certify that as of July 31, 2012, 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.

Motion: Ms. Nancy Brett

Second: Mr. Keith Austin

Ayes: (7) Ms. Brett, Ms. Valerie Flournoy, Mr. Austin, Mr. Ozalis, Mr. Warnock, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0)

- Full *B. Bill Lists
 BE IT RESOLVED that the bill lists are hereby approved as follows:
 Hand & Machine Checks for September, 2012 \$1,508,955.88
- Full *C. Secretary's Report
 BE IT RESOLVED that the Secretary's Report for August, 2012 is hereby approved.
- Full *D. Treasurer's Report
 BE IT RESOLVED that the Treasurer's Report for August, 2012 is hereby approved.
- Full E. Transfers
 BE IT RESOLVED that the Transfer Report for August, 2012 is hereby approved.
- Full F. 2011/2012 Comprehensive Annual Financial Report
 BE IT RESOLVED that the 2011/2012 Comprehensive Annual Financial Report is hereby accepted as presented and discussed.
- Full G. Activities Account
 1. BE IT RESOLVED that the Business Administrator is hereby authorized to create an account in the student activities fund for Class of 2016 and one for Disney World 2016.
- BE IT FURTHER RESOLVED that approval is hereby granted to transfer \$3,632.05.00 in Student Activity funds in accordance with District Policy 6660 which states that, "*Any funds accumulated in an individual student activity account that are unexpended or unallocated for use after the student activity is no longer active, discontinuance of the activity or a class has graduated shall revert to the school's class accounts in an equal proportion,*" as follows:
- From:
 Class of 2012 - \$3,527.13
 Disney World 2011 – 104.95
- To:
 Class of 2013 - \$908.02
 Class of 2014 - \$908.02
 Class of 2015 - \$908.02
 Class of 2016 - \$908.02
2. BE IT RESOLVED that the following check from student activities is hereby voided:
 #4268 3/29/11 Harvey's Honey

Motion: Mr. Keith Austin

Second: Ms. Valerie Flournoy

Ayes: (7) Ms. Brett, Ms. Valerie Flournoy, Mr. Austin, Mr. Ozalis, Mr. Warnock, Ms. Holloway, Mr. Dreby

Nays: (0) none

Abstentions: (0)

15. **Fire/Crisis Drills**

Charles Street School	9/13/12	2 minutes, 10 seconds
Tier I Drill	9/21/12	4 minutes, 32 seconds
Delaware Avenue School	9/18/12	1 minute, 44 seconds
Safety Drill	9/28/12	
Palmyra High School	9/12/12	1 minute, 49 seconds
Tier I Drill	9/27/12	6 minutes

Motion: Ms. Nancy Brett

Second: Mr. Keith Austin

Vote: Unanimous

16. 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.

- Ms. Beck gave the PTA report.
 - Noted that she had met with the Superintendent
 - The PTA approved its 12-13 Budget
 - There will be a pumpkin decorating contest on 10/26 at Charles Street School
 - Bookfair will take place on 10/22 – 10/26
 - Room parent selection is being finalized
 - The next meeting is 11/5 at 7:00 p.m. in Charles Street School Library

17. WHEREAS, N.J.S.A. 10:4-6, et. Seq. (Open Public Meetings Act) provides that the *Palmyra Board of Education* may exclude the public from that portion of the meeting at which the *Board of Education* discusses certain matters as set forth in N.J.S.A. 10:4-12; and

WHEREAS, the following subjects shall be discussed on this date in a session of the *Board* closed to the public:

Personnel, Negotiations, Legal

NOW, THEREFORE, BE IT RESOLVED that the aforesaid meeting shall be closed to the public for the reasons set forth above, in accordance with the *OPEN PUBLIC MEETINGS ACT*; and

BE IT FURTHER RESOLVED that the discussion in closed session will be disclosed to the public at such time as it is no longer necessary to maintain the confidential nature of the items discussed.

Reason: Board Candidates

A motion to adjourn to executive session was made by: Ms. Mary Holloway and seconded by Mr. John Quigg.

Motion: Ms. Mary Holloway

Second: Mr. John Quigg

Vote: Unanimous

Adjourned to Executive Session 9:14 p.m.

A motion to reopen the public session was made by Ms. Valerie Flourney and seconded by Mr. Stanley Ozalis.

Motion: Ms. Valerie Flourney

Second: Mr. Stanley Ozalis

Vote: Unanimous

Returned to open session 9:30 p.m.

18. A motion was made by Ms. Nancy Brett and seconded by Mr. Stanley Ozalis to appoint Mr. Jimmy Lindsay to fill the unexpired board vacancy. The term extends from the date of this appointment through December 31, 2012.

Motion: Ms. Nancy Brett

Second: Mr. Stanley Ozalis

Vote: Unanimous

19. A motion to adjourn the meeting was made by Ms. Mary Holloway and seconded by Ms. Valerie Flourney.

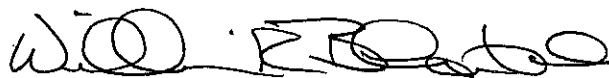
Motion: Ms. Mary Holloway

Second: Ms. Valerie Flourney

Vote: Unanimous

Meeting Adjourned 9:35 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'William R. Blatchley', with a long horizontal line extending to the right.

William R. Blatchley
School Business Administrator/Board Secretary