



**Palmyra Area School District**  
**Consent Agenda**  
**Staffing & Administration Committee**  
**September 13, 2018**

**Action Items from August 23, 2018**  
**Staffing & Administration Committee Meeting**

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**1. Mentor**

Amy Hines for Stephanie Shelpman, Middle School Learning Support teacher, for the first semester of the 2018-19 school year at a prorated salary of \$680.

**2. Support Staff Items**

- a. \*Intermittent leave of absence for Kathleen Kelly, Classroom Aide/Monitor at Forge Road Elementary for the 2018-19 school year.
- b. \*Warren Miller as a full-time evening Middle School Custodian at an hourly rate of \$11.45 beginning September 24, 2018, pending completion of all state and district requirements.
- c. \*Resignation of Timothy Wunderlich, Lingle Avenue Custodian, effective September 12, 2018.

**3. Locally Issued Day-to-Day Substitute**

\*Collin Harris – Elementary & Secondary (Collin Harris is the student teacher for Jeff Wilver, 6<sup>th</sup> grade Social Studies teacher. It is anticipated that Mr. Wilver will be taking 9 days off beginning September 14, 2018, and he is requesting Mr. Harris as his substitute teacher.)

**4. Returning Substitute School Nurse**

\*Patricia Rodgers

**5. Director of Human Resources**

To approve Noelle Brossman as Human Resources Director effective October 15, 2018 at an annual salary of \$70,000, pending completion of all state and district requirements and execution of Employment Agreement.

**6. Assistant Director of Business Affairs**

To approve annual salary of \$70,000 for Tawnjah White, Assistant Director of Business Affairs, effective October 1, 2018.

\*Staffing & Administration items added after the August 23, 2018 Staffing & Administration Committee meeting.