

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School - Board of Education Meeting Room

Work Session – 7:30 p.m.

June 11, 2013

MINUTES

1. Call to Order – Open Public Meetings Act – Roll Call – Flag Salute

President Livingston called the meeting to order at 7:38 p.m. and announced that the meeting was being held in compliance with the Open Public Meetings Act and was open to the media and public with notices duly posted, and advertised in the Hunterdon County Democrat. He announced that formal action may be taken.

The following Board members were present:

Barbara Dobozyński (7:44)	Wayne Doran	Ray Egbert
William Goodwin	Vincent Panico	Laura Simon (7:46)
Eric Zwerling	Cheryl Filler	David Livingston

Also present:

Barbara Sargent, Superintendent

Steffi-Jo DeCasas, Business Administrator/Board Secretary

2. Superintendent's Presentations:

- **Recognition of Retirees** – Dorothy Calkin – TBS Teacher; Donna DeGrau – HBS Teacher; Patricia Garay – RMS Teacher; Joyce Langheinrich – RMS Teacher; Francis (Frank) Massaro – Pupil Services LDT-C; Susan Reardon – RMS Teacher; Marsha Sepesi – HBS Teacher; Beverly Vissoe – RMS Teacher
- **2013 Governor's Teacher/Educational Services Professional Recognition Program Honorees** – Jacquelyn Carmeans – RMS; Rachel (Shelly) Gass – HBS; Karen Kozal – WHS; Joyce McGibbon – TBS

3. Superintendent's Report:

- **Violence & Vandalism & HIB Reports**
Dr. Sargent provided the board with a half year incident report for September through December 2012 compared to incidents of the past four years as attached hereto.

- HIB incidents from Readington Middle School: 3 with no finding of HIB and 1 substantiated.
4. **Open to the Public (Limited to Items on the Agenda)**
 5. **Correspondence**
 - **Letter from NJ School Board Association**
 6. **Work Session:**

FINANCE/FACILITIES

Committee Report: Mr. Goodwin reported on the May 14th Finance/Facilities meeting. Topics included summer construction, tuition for children of staff members, dental insurance renewal, health benefits, and bond refunding.

***A-1 Motion: Goodwin Second: Doran Roll Call Vote: 9-0**

Motion to approve the Bill List for the period from 5/30/2013 through 6/12/2013 in the total amount of \$2,081,561.94.

A-2 Motion to approve line item account transfers May 31, 2013.

A-3 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: May 31, 2013 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of May 31, 2013 no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:17-9 and 18A:22-8.1.

Steffi-Jo DeCasas, Board Secretary

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of May 31, 2013 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 N.J.A.C. 6A23-2.11(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and further, that we approve the Board Secretary and Treasurer's Reports subject to audit for the period ending May 31, 2013.

A-4 Motion to submit the following FY2014 grant applications and acceptance of funds:

(Provide explanations)

NCLB:	
Title I	\$ 56,055

Title IIA	\$ 25,516
Title III	\$ 1,802

A-5 Motion to approve the Shared Services Agreement in the amount of \$77,600 for Transportation services with Branchburg Township School District serving as host district for the period of July 1, 2013 through June 30, 2014.

A-6 Motion to approve an increase of \$.10 in school lunch prices per the attached lunch price schedule, effective September 1, 2013 based upon state minimum requirement for participation in the national school lunch program (student lunch price will be increased from \$2.40 to \$2.50 with comparable increases in a la carte prices) and to approve the district's food service contract (year 3 extension) with Maschio's Food Services Inc. for the 2013-14 school year, with the following provisions in accordance with the proposal provided by Maschio's Food Services, Inc. in response to the District's RFP which was opened on May 24, 2011.

- Minimum \$45,000 guarantee
- Management fee of \$10,903
- Lunch Prices \$2.50

A-7 Motion to approve the following resolution:

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorizes procedures, under the authority of the commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Readington Township Board of Education has determined that funding may be available for such purpose of transfer;
 NOW THEREFORE BE IT RESOLVED by the Readington Township Board of Education that hereby authorizes the district's School Business Administrator to make the following transfers consistent with all applicable laws and regulations subject to funds availability on June 30, 2013
 Capital Reserve not to exceed \$900,000
 Maintenance Reserve not to exceed \$100,000

A-8 Motion to approve the following resolution:

READINGTON BOARD OF EDUCATION
RESOLUTION
2013-2014 FISCAL YEAR THE ARC KOHLER SCHOOL MEALS PROGRAM

WHEREAS, The Arc Kohler School is a non-profit NJ Department of Education Approved Private School for Students with Disabilities; and

WHEREAS, the Board of Education of the School District of Readington has contracted to send to the Arc Kohler School certain students with disabilities who reside in the District; and

WHEREAS, The Arc Kohler School provides meals that meet the nutritional requirement of the

Child Nutrition Program as administered by the New Jersey Department of Agriculture; and

WHEREAS, The Arc Kohler School will apply for and receive funding for meals in accordance with the income eligibility criteria established by Child Nutrition Program as administered by the New Jersey Department of Agriculture.

WHEREAS, The Arc Kohler School does not charge students for the cost of the meals;

NOW, THEREFORE, it is hereby resolved that the Readington Board of Education acknowledges the foregoing actions are in accordance with N.J.A.C.6A:23-4.5(a) 20 authorizes The Arc Kohler School to include the costs of meals provided within the annual tuition rate charged to students.

- A-9 Motion to approve a contract with Discovery Education in the amount of \$3,140.00 for Discovery Education Streaming Video for Readington Middle School and Holland Brook School for the period from July 1, 2013 to June 30, 2014.

- A-10 Motion to approve the following resolution:

Resolution Eliminating the Position of Treasurer of School Moneys

Whereas, Chapter 39, P.L. 2010 makes the position of treasurer of school moneys optional and

Whereas, it is the wish of the Readington Township Board of Education to not appoint a treasurer of school moneys and

Whereas, the School Business Administrator possesses the proper certifications and qualifications to assume the duties of the treasurer of school moneys

Now Therefore Be it Resolved by the Readington Township Board of Education, County of Hunterdon, NJ, as follows:

1. The School Business Administrator shall receive and hold in trust all school moneys belonging to the district from whatever source derived free of any control by the governing body of the municipality.
2. The School Business Administrator shall direct the deposit of school moneys or such part thereof as may be designated in any bank of banking institution of this State designated by it as depository of school moneys, which may include the State of New Jersey Cash Management Fund, MBIA Cash Management Fund and NJARM Cash Management Fund.
3. The School Business Administrator shall, upon depositing the same therein, be relieved from liability for any loss thereof which may be caused by reason of the deposit.
4. The School Business Administrator shall be bonded in such amount and with such surety as the board shall direct.
5. The School Business Administrator shall keep a record of the sums received and paid out by him/her in accordance with the uniform system of bookkeeping prescribed by the State Board.
6. The School Business Administrator shall, upon ceasing to hold the office of School Business Administrator, pay over the balance of school funds remaining in his/her hands to his/her successor in office.

7. The School Business Administrator shall comply with all provisions of the law.
- A-11 Motion to approve change order #W-2013-01 (Pottsgrove Glass) in the amount of \$1,100 for an additional door replacement at RMS.
- A-12 Motion to accept donation of wrestling mats from the Flemington Elks Club valued at \$11,000.00
- A-13 Motion to accept donation of books titled "Our Favorite Time of the Year" by author Imre Vitez, for 3rd grade students.

EDUCATION/TECHNOLOGY

Committee Report:

- B-1 Motion to approve tuition contract for staff member's child to attend Readington Township Schools for the 2013-14 school year:
- #4503
- B-2 Motion to approve the list of textbooks, instructional resources and publishers to be used to implement the curriculum. Attachment B2.
- B-3 Motion to approve the following curricula/programs:

Language Arts	Gifted and Talented/Enrichment
Mathematics	World Languages
Social Studies	Library and Information Science
Science	Physical Education/Health
Visual and Performing Arts	Technology
School Counseling	Intervention Program
English as a Second Language	Innovation and Design
Preschool	

- B-4 Motion to accept the Superintendent's recommendation to approve Home Instruction for student H-133 for 5 hours per week beginning 5/20/13 through 8/30/13 – (in case student needs tutorial to finish school over the summer months)
- B-5 Motion to accept the Superintendent's recommendation to approve Home Instruction for student: H-132 for 5 hours per week beginning 5/20/13 through 6/21/13
- B-6 Motion to approve the following field trip for the 2012-2013 school year:

SCHOOL	GRADE	DATE	DESTINATION
HBS	5 th Gr. Life Skills	June 18, 2013	White Oak Park

PERSONNEL

Committee Report:

Mrs. Filler reported on the meeting held on June 5th.

C-1 Motion to authorize the Superintendent to hire personnel during summer months upon verbal approval from the board of education president and chairperson of the personnel committee. The motion for approval of personnel will be brought to the board for ratification at the next scheduled board meeting.

C-2 Motion to change position 20-01-D1/aju RMS Non-Instructional Nurse held by Deborah Nazarro, from full time to .8 and position 20-01-D2/apt RMS Non-Instructional Nurse, held by Mary Ann Connelly from .7 to .8 as requested by the employees and recommended by the Superintendent and to direct the School Business Administrator/Board Secretary to issue revised contracts reflecting the changes.

C-3 Motion to change the following positions:

FROM:	TO:
20-03-D2/asz Whitehouse School Health	.5 WHS Health & .5 TBS Health
20-04-D1/afg Whitehouse School Art	.5 WHS Art & .5 TBS Art

C-4 Motion to amend the 2013-14 salary for Debra Vasnelis, Clerical Aide from \$20,495.00 to \$21,495.00 and direct the School Business Administrator/Board Secretary to issue a revised contract reflecting change.

C-5 Motion to accept the Superintendent's recommendation and approve Lauren Greenberg to provide home instruction for H-133 for 5 hours a week, as needed through August 30, 2013 at the rate of \$30.00 per hour.

C-6 Motion to accept the Superintendent's recommendation and approve Kristen Bilotti to provide home instruction for H-132 for 5 hours a week, as needed through June 21, 2013 at the rate of \$30.00 per hour.

C-7 Motion to approve the following teachers for life skills curriculum writing, effective July 1 – August 30, 2013 at \$30.00 per hour, not to exceed 20 hours each, funded through the IDEA grant.

David deVelder	MaryBeth Schwarz
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C-8 Motion to approve the Instructional Aides listed below to provide support to the district's Extended School Year Programs during the summer of 2013:

Name	Position	Contractual Hourly Rate
Casey Sevell	Personal Aide - Preschool (23 days)	\$16.05
Marianne Schultz	Instructional Aide - Preschool (23 days)	\$17.61
Lisa DeTommaso	Personal Aide -Preschool (23 days)	\$15.79

Cheryl DeLuca	Instructional Aide - Preschool (23 days)	\$15.79
Karen Cooney	Personal Aide - LLD (23 days)	\$17.93
Laurie Livesey	Instructional Aide - LLD Class (23 days)	\$16.65
Pauline Marsh	Instructional Aide - LLD class (23 days)	\$18.25
Lillian Liskovic	Personal Aide – Resource Program (8 days)	\$20.57
Kim Hutson	Instructional Aide - Preschool (16 days)	\$18.89
Laurie Somma	Instructional Aide - LLD Class (23 days)	\$18.89
Kimberly Hunkele	Instructional Aide - Resource Program (8 days)	\$17.54
Theresa Bruno	Instructional Aide - Resource Program (8 days)	\$19.53
Gabriel Cherichello	Instructional Aide - Resource Program (8 days)	\$19.93

- C-9 Motion to approve the Special Education Teachers listed below to teach the district's Extended School Year Program during the summer of 2013:

Name	Position	Contractual Hourly Rate
Heather Hoagland	Special Education Teacher – Resource (8 days)	\$39.35
Deanna Simonetti	Special Education Teacher – Resource (8 Days)	\$49.39
Bruce Wild	Special Education Teacher – Resource (8 days)	\$55.61
Jessica Dunleavy	Special Education Teacher – Resource (12 days)	\$40.78
Gargi Adhikari	Special Education Teacher – Resource (8 days)	\$41.16
Maryanne Reilly	Special Education Teacher – Resource (8 days)	\$48.08
Catherine Smith	Special Education Teacher – Resource (8 days)	\$61.43
Kristi Daurenheim	Special Education Teacher –	\$42.85

	Preschool (15 days)	
Geraldine Fahey	Special Education Teacher – Preschool (23 days)	\$70.08
Lauren Nicolai	Special Education Teacher – Preschool Ext. Day (15 days)	\$44.33
Gargi Adhikari	Special Education Teacher – Preschool Ext. Day (8 days)	\$41.16
Melissa Spatz	Special Education Teacher – LLD (23 Days)	\$41.80
Lauren Mahoney	Special Education Teacher – LLD (23 days)	\$41.80
David deVelder	Special Education Teacher – LLD (23 days)	\$44.33

- C-10 Motion to approve the following Substitute Teachers for the district’s Extended School Year Program from July 1 - August 8, 2013 to be paid at a rate of \$40.00 for a half day or \$80 for a full day:

Gabriel Cherichello	Debra Reed	Kimberly Hunkele
Linda Rakowitz	Tiffany Vocke	Kathleen Kirk
Heather Hoagland	Catherine Patrick	Theresa Mason
Angel Longo	Maria DeSimone	

- C-11 Motion to approve the following Substitute Special Education Instructional Aides for the district’s Extended School Year Program from July 1 - August 8, 2013 at a rate of \$35 for a half day or \$70 for a full day:

Gabriel Cherichello	Joanne Fagan	Kimberly Hunkele
Linda Rakowitz	Tiffany Vocke	Jack Kimple
Heather Hoagland	Kim Hutson	Lorraine Powell
Debra Reed	Catherine Patrick	Theresa Bruno
Michelle White	Kathleen Kirk	Theresa Mason
Theresa Bruno	Christy Kilpatrick	

- C-12 Motion to approve Katherine Cataldi, School Nurse, to provide health office coverage during the district’s extended school year program, 4 hours a day, 4 days a week, from July 1-August 8, 2013, at her contractual rate of \$41.94/hr.
- C-13 Motion to approve Katherine Cataldi, School Nurse, to provide health office coverage for the Summer Sports Camp on June 27, 2013, at her contractual rate of \$41.94 for a total of 4 hours. (paid for by summer sports camp).
- C-14 Motion to approve Erica Winebrenner, district Speech and Language Specialist, to provide speech and language services during the district’s extended school year program for four hours daily for 23 days from July 1 - August 8, 2013 at a rate of \$ 65.00/hr.

- C-15 Motion to approve Deborah Nazzaro, School Nurse, to work during the summer to complete fall sports physicals at her contractual rate of \$44.72 hr. for a total of 40 hours.
- C-16 Motion to approve Mary Anne Connelly to complete CPR training for coaches between August 1- 29, 2013, at her contractual rate of \$41.94 for a total of 8 hours.
- C-17 Motion to approve Katherine Cataldi to complete CPR training for coaches between August 1- 29, 2013, at the contractual rate of \$41.94 for a total of 8 hours.
- C-18 Motion to approve Marie Potenta, Wendy Baer, Cynthia Fillebrown, Noelle Laurita and Erica Winebrenner, district speech and language specialists, to attend child study team referral, eligibility and IEP meetings on an as needed basis between July 1 – August 29, 2013 at their contractual rate, not to exceed \$1500.00 collectively.
- C-19 Motion to approve Marie Potenta, Wendy Baer, Cynthia Fillebrown, Noelle Laurita and Erica Winebrenner and Beth Luque, district speech and language specialists, to conduct speech and language evaluation(s) between July 1 – August 29, 2013 at their contractual rate, not to exceed \$1,500.00 collectively.
- C-20 Motion to approve the following Special Education and General Education teachers to attend Special Education Identification, Eligibility and Individual Education Plan (IEP) conferences from June 24 – August 30, 2013 at a rate of \$30.00/hr., for a total not to exceed \$2,500.00 collectively.

Colleen Ogden	Lillian Liskovic	Alissa Buelow
Courtney Calamito	Gargi Adhikari	Joyce McGibbon
Carey-Anne Hendershot	Kelley Patterson	Kristi Dauernheim
Alissa Buelow	Lauren Mahoney	Marisa Dotro
MaryBeth Schwarz	Robert Clymer	Jennifer Heller
Jennelle Barbiche	Deanna Simonetti	Geraldine Fahey
Catherine Smith	Jeanne Rutledge	Jessica Dunleavy
Lauren Greenberg	Mark Cleere	Donna Kwiatkowski-Belt
Colleen Ogden	Laurie Levesque	Meryl Vance
Denise Kenny	Beverly Okulicz	Mary Ann Reilly
Debbie DeBaro	Alisa Swider	Linda Rakowitz
Pamela Czaskos	Donna Urbanowitz	Angel Longo
Sharon Nilsen	Melissa Truempy	Colleen DiGregorio
Kristy Ference	Lisa Painter	Tiffany Vocke
Lisa Schmidt	Susan Johnson	Rachel (Shelly) Gass
George Shepherd	Madeline Kalinich	Patricia Loughlin
Melissa Spatz	Bruce Wild	Dianna Barkman
Kristin Bilotti	Consuelo Rocha	Beth Luque

- C-21 Motion to accept the Superintendent's recommendation and approve stipends (contractual rate \$30.00) per hour for the following teachers presenting courses for the 2013 Readington Township Summer Teacher Academy Program:

Staff Member	School	Teacher Academy Course	Stipend
Dennis, Cindy	WHS	Making Reading Workshop Manageable	\$180
Lewis, Christine	TBS	Literacy in Action	\$270
Mahoney, Lauren	HBS	Prezi for Beginners	\$90
Mahoney, Lauren	HBS	Prezi for Advanced Users	\$270
Nabozny, Jill	TBS	Literacy in Action	\$270
Singer, Stephanie	RMS	BYOD	\$225
Tumolo, Anthony	WHS	Making Reading Workshop Manageable	\$180

- C-22 Motion to accept the Superintendent's recommendation and approve the attached teachers to participate in the 2013 Summer Teacher Academy Program (\$20.00 per hour). Attachment C22. Mr. Livingston requested data be shared regarding participation in these courses.
- C-23 Motion to accept the Superintendent's recommendation and approve the following summer support staff, effective July 15, 2013 and August 30, 2013.

Summer Tech Support				
		Total Summer Hours	Rate /Hr	Total Summer Rate
Teacher/Staff Member Mary Coyle	6 Weeks 32 Hrs /week	192	\$15	\$2880
Teacher/Staff Member Ed Dubroski	6 Weeks 32 Hrs /week	192	\$15	\$2880
Abigail Terese /RMS Student	5 Weeks 20 Hrs /week	100	\$9	\$900
Alexis Girgis /RMS Student	5 Weeks 20 Hrs /week	100	\$9	\$900
Spencer Duryee/RMS Student	5 Weeks 20 Hrs /week	100	\$9	\$900
Canyon Kornicker/RMS Student	5 Weeks 20 Hrs /week	100	\$9	\$900
William Hamilton/RMS Student	5 Weeks 20 Hrs /week	100	\$9	\$900

- C-24 Motion to accept the Superintendent's recommendation and approve the following teacher appointments pending satisfactory completion of employment requirements and emergent hire, if needed:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATES
Lauren Greenberg	Special Education Teacher/RMS (replacing Donna Fox Resignation)	\$58,000/Step MA3	9/1/2013- 6/30/2014

Kathryn MacDade	Social Studies Teacher/RMS (replacing Susan Reardon retirement)	\$57,590/Step MA2	9/1/2013-6/30/2014
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- C-25 Motion to adopt resolutions approving the employment contracts for the Business Administrator, Assistant Business Administrator, Facilities Manager , Technology Coordinator and Energy Efficiency Coordinator.
- C-26 Motion to appoint the listed bus drivers for the period of September 1, 2013 through June 30, 2014 with hours to be confirmed following route finalization.

Margit	Brauenig
Frank	Brya
Ruby	Destefano
Diane	Duquette
Jean	Dvorshak
Charlene	Eitzen
Christine	Fawcett
Melissa	Flannery
Jennifer	Fisch
Nancy	Garrison
Linda	Giorgianni
Deborah	Hill
Juanita	Hromoho
Barbara	Hoff
Kelly	Hunt
John	Krystofiak
Allan	Layton
Justine	McAndrews
Dorothy	Merz
JoEllen	Omdal
Linda	Rad
Donald	Schuyler
Christine	Vastano
SUB DRIVERS	
Lorraine	Guglielmo
Robert	Riva

- C-27 Motion to accept the Superintendent's recommendation and approve the listed bus drivers for the extended school year program for the period of July 1, 2013 to August 8, 2013 with hours confirmed following route finalization.

Frank	Byra
Jean	Dvorshak

Christine	Fawcett
Nancy	Garrison
Juanita	Hromoho
Dorothy	Merz
Jo Ellen	Omdal

- C-28 Motion to accept the Superintendent's recommendation and approve a paid/unpaid Leave of Absence (FMLA/NJFLA) for employee #5622, effective on or about 9/3/2013 through 12/3/2013.
- C-29 Motion to approve action for employee # 4719, as recommended by the Superintendent to the Board.
- C-30 Motion to accept the Superintendent's recommendation and approve the following teachers for the 2013 Summer Enrichment Program:

Teacher	Course	Grade	Session (dates)	Amount
Birmingham	Prepare for Accelerated Math I	4-6	July 22-26	\$450.00
Cleere	Robotics II	4-5	July 29-Aug.2	\$450.00
Dribbon	Musical Theatre	3	June 24-28	\$150.00
Calkin	Musical Theatre			\$150.00
Hasselbring	Samba Kids Advanced	5-8	July 29-Aug.2	\$300.00
Hasselbring	Beginning Fiddle Camp	5	June 24-28	\$300.00
Hasselbring	Beginning Woodwinds	5-6	June 24-28	\$300.00
Hasselbring	Advanced Fiddle Camp	6-8	July 8-12	\$300.00
Ogden	Welcome to RMS I	6	July 22-26	\$450.00
Ogden	Welcome to RMS II	6	July 29-Aug.2	\$450.00
Schmidt	Origami Creations and Crafts	1-3	July 29-Aug.2	\$450.00
Schmidt	Around the World in 5 Days	1-3	July 22-26	\$450.00
Urbanowicz	Discovery Bottles	1-2	July 22-26	\$450.00

COMMUNICATIONS

Committee Report:

MINUTES

- E-1 Motion to approve the regular meeting minutes of May 14, 2013
- E-2 Motion to approve the executive session minutes of May 14 2013
- E-3 Motion to approve the regular meeting minutes of May 28, 2013
- E-4 Motion to approve the executive meeting minutes of May 28, 2013

***E5 Motion: Simon Second: Goodwin Vote: 8 yes
(1 abstention Egbert)**

Motion to approve the revised meeting minutes of May 1, 2013

7. Unfinished Business

Summer Meeting reminders

8. New Business

- **NJSBA Member of the Year – Mr. Doran volunteered to write a nomination for the Readington Board**
- **June 20, 2013 8th Grade Graduation**
- **The state has announced that it will be awarding another round of ROD Grants for construction**

9. Open to Public (any item on or off the Agenda)

In response to a question from Pat Garay. The School Business Administrator explained that the Energy Manager's salary derived from savings generated by energy.

Steve Grumbach – Commented on cost to the parents chaperoning for 8th Grade Class trip

10. Adjournment to Executive Session 9:20 p.m.

Motion to adjourn to Executive Session for approximately 90 minutes in accordance with the Sunshine Law, Ch. 321, P.L. 1975, for the purpose personnel matters/grievances. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances exist with no action to be taken.

Motion: Simon Second: Panico Vote: Carried 9-0.

11. Motion to Adjourn at: 11:37 p.m.

Motion: Goodwin Second: Filler Vote: Carried 9-0

***Action Item**

Respectfully submitted,

Steffi-Jo DeCasas