

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
DECEMBER 17, 2013

MINUTES

CALL TO ORDER – 6:30 PM – Primary School Cafeteria

SUNSHINE STATEMENT

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted January 3, 2013. Notice of this meeting was published in the *Asbury Park Press* newspaper per code and sent to the Municipal Clerk, Red Bank Borough, within 7 days per code.

Fire exits located in the direction indicated. In case of fire, you will be signaled by bell and/or public address system. If so alerted to fire, please move in a calm and orderly fashion to the nearest smoke-free exit.

ROLL CALL

PRESENT: Ben Forest, Janet Jones, Marjorie Lowe, Peter Noble, Fred Stone, Suzanne Viscomi

ABSENT: Jill Burden, Carrie Ludwikowski, Ann Roseman (Arrived 6:38pm)

ALSO PRESENT: Harold Reid, Interim Superintendent; Debra Pappagallo, Business Administrator/Board Secretary; Peter Sokol, Esq.

FLAG SALUTE

Mr. Forest led the Salute to the Flag.

I. EXECUTIVE SESSION

At 6:32pm Ms. Jones motioned, seconded by Ms. Viscomi, to convene in Executive Session.

- A. Superintendent's Search Update
- B. Attorney/Client Privilege
- C. Personnel
- D. HIB

CALL TO ORDER – 7:35 p.m.

SUNSHINE STATEMENT

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted March 27, 2012. Notice of this meeting was published in the *Asbury Park Press* and the *Two River Times* newspapers per code and sent to the Municipal Clerk, Red Bank Borough, within 7 days per code.

Fire exits located in the direction indicated. In case of fire, you will be signaled by bell and/or public address system. If so alerted to fire, please move in a calm and orderly fashion to the nearest smoke-free exit.

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ROLL CALL

PRESENT: Jill Burden, Ben Forest, Janet Jones, Marjorie Lowe, Carrie Ludwikowski, Peter Noble, Ann Roseman, Fred Stone, Suzanne Viscomi **ABSENT:** None
ALSO PRESENT: Harold Reid, Interim Superintendent; Debra Pappagallo, Business Administrator/Board Secretary; Peter Sokol, Esq.

II. SUPERINTENDENT’S REPORT

- A. Student Achievement Data Report – PreK Education Program – Mrs. Valdivia presented the Preschool Education Program plan and student data and achievement.
- B. Audit Presentation – Mr. Robert Allison presented the 2012-2013 school year audit with no recommendations and his opinion of the financial condition of the District.

PRESIDENT’S REPORT

- A. Committee Reports
- Dr. Stone reported on the Facilities & Safety
 - Ms. Viscomi reported the Finance meeting was cancelled due to inclement weather.
 - Dr. Stone gave an update on Policy.
 - Ms. Roseman reported on Curriculum & Instruction
 - Ms. Ludwikowski gave an overview on Community Relations
 - Ms. Roseman commented on the Education Foundation Grant
- B. Superintendent’s Search Update – Resumes were presented this evening by the Superintendent Search Firm. The Board will bring their calendars to the Reorganization meeting to coordinate file review and interviews.

HEARING OF PUBLIC- NONE

Bylaw #060 reads . . . “Any individual deciding to speak shall sign the speaker’s sheet before the business of the meeting has begun. Please include your name, address and group or organization you represent. All comments will be directed to the Chair. Speakers shall be limited to one (1) turn of five (5) minutes with a total public participation not exceeding 60 minutes.”

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STATEMENT TO THE PUBLIC

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. Almost without exception, before a matter is placed on the agenda at a public meeting the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate 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.

III ACTION AGENDA

Mrs. Ludwikowski motioned, seconded by Ms. Roseman, to TABLE the following resolution:

6309. That the Board approves the revision to the 2013-2014 School Calendar to include the following minimum school days for students only. January 24, 2014, April 11, 2014, March 14, 2014, May 22, 2014

Discussion: Mr. Reid explained that there was an informational brief regarding this resolution provided in the Board meeting packet. He stated that many of our scheduled PD days were utilized for mandatory training for many programs in place and grants that have been accepted, ie. – EE4NJ, Kennedy Center. There are other areas that need.

Ms. Roseman stated she had an issue with this as a parent and adding additional half days may be difficult for parents. There are already 10 PD days on the calendar. Can these days be limited to 2 from 4? Would it be a mistake to not approve these days and what are the repercussions of not approving them?

Ms. Viscomi asked why the days already on the calendar are not being utilized. She asked if teachers are required to stay for the half school days for PD. – Answer – yes they are required to stay.

Mrs. Ludwikowski asked if this was a teachers contract issue if we took 2 days away from the calendar.

Mr. Forest asked if there was a strategy to avoid this – Answer – another option is to try to call in substitutes to cover classes while teachers are in PD, but, it is difficult to acquire sub coverage.

ROLL CALL VOTE:

AYES: Mrs. Burden, Mr. Forest, Miss Lowe, Ms. Ludwikowski, Ms. Roseman, Dr. Stone, Ms. Viscomi

NAYS: Ms. Jones, Mr. Noble ABSTENTIONS: None

MOTION TABLED

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Dr. Stone motioned, seconded by Ms. Roseman, to approve the following:

BUSINESS – 3000

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent the following FINANCE resolution(s) are approved as indicated:

3375. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Evangelia Dounis	12/16/13 9:00 a.m. – 3:00 p.m.	Edison, NJ	\$0.00	Supporting our English Learners	NA
Patricia George	12/16/13 9:00 a.m. – 3:00 p.m.	Edison, NJ	\$0.00	Supporting our English Learners	NA
Anne Szczurek	12/16/13 9:00 a.m. – 3:00 p.m.	Edison, NJ	\$0.00	Supporting our English Learners	NA
Amy Campbell	12/17/13 9:00 a.m. – 3:00 p.m.	Branchburg, NJ	\$0.00	Promoting A Conceptual Understanding of Fractions, Grades 3-5	NA
Lauren Schmitt	12/17/13 9:00 a.m. – 3:00 p.m.	Branchburg, NJ	\$0.00	Promoting A Conceptual Understanding of Fractions, Grades 3-5	NA
Morgan Cassella	12/19/13 8:00 a.m. – 3:00 p.m. (originally approved for 12/17/13)	Trenton, NJ	\$0.00	Preschool Master Teacher Seminar	NA
Cheryl Cuddihy	01/14/14 9:00 a.m. – 3:00 p.m.	Edison, NJ	\$0.00	Introduction to WIDA English Language Development Standards	NA
Shary Ashe	01/21/14 9:30 a.m. – 2:30 p.m. (originally approved for 12/13/13)	Trenton, NJ	\$0.00	Diversity in the 21 st Century	NA
Andrea Grasso	01/22/14 – 01/24/14 8:30 a.m. – 3:00 p.m.	Oceanport, NJ	\$250.00	Intervention & Referral Services Training Workshops	11-000-221-500-002

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3376. BUDGET TRANSFERS

To ratify any budget transfers effective October 2013 per the transfer report.

3377. APPROVAL OF SECRETARY/TREASURER’S REPORT

Pursuant to 18A:6-59

Approve the October 2013 Report of the Treasurer and the October 2013 Report of the Secretary as being in balance for the month.

AND BE IT FURTHER RESOLVED that the above reports be accepted as submitted and that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district financial obligations for the remainder of the fiscal year.

3378. 2013-2014 TRANSPORTATION CONTRACT RENEWAL

To approve the renewal of the late bus transportation contracts at a 2% increase for the Middle School After School Program per the following schedule:

Route #	Per Diem Rate	School Days	Total Route Cost
MS-LB1	\$71.72	52	\$3,729.44
MS-LB2	\$71.72	52	\$3,729.44
MS-LB3	\$71.72	52	\$3,729.44

3379. TRANSPORTATION –HOMELESS STUDENT

To award route 1212 for the 2013-2014 school year to Unlimited Autos, Inc. for transportation from Neptune, NJ to the Red Bank Primary School. Quotations were requested from Durham School Services, Seman Tov, Shamrock Stage Coach, and Unlimited Autos. Unlimited Autos provided the winning response with a \$62.00 per diem quotation for 117 day school calendar for a total maximum cost of \$7,254.00.

3380. NCLB FY14 GRANT AMENDMENT FOR CARRYOVER

To approve the amendment to the FY14 No Child Left Behind Grant for Carryover in the amount of:

Title I Part A	\$832,183.00
Title IIA	\$69,987.00
Title III	<u>\$87,039.00</u>
Total	\$989,209.00

3381. APPROVAL OF MINUTES

To approve the minutes from the November 12 and November 19, 2013 board meetings.

3382. BILLS PAYMENT

To approve payment of final bills for November 2013 and for bills as of December 2013.

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3383. DONATION

That the Board accepts with gratitude the generous donation of books for the PreK Education Program, from the Bridge of Books Foundation, with an approximate value of \$330.00.

3384. APPROVAL TO DISPOSE OBSOLETE EQUIPMENT

To approve the disposal of obsolete equipment previously distributed to Board.

3385. ACCEPTANCE OF AUDIT REPORT

To accept the district's annual audit report with no recommendations for the year ended June 30, 2013 as presented by and discussed with Mr. Robert Allison, CPA.

PERSONNEL – 4000

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent, the following PERSONNEL resolution(s) are approved as indicated:

4911. That the Board approves an unpaid maternity leave of absence (NJ FMLA and FMLA) for Alina Ryberg effective January 2, 2014 through May 27, 2014.
4912. That the Board approves an unpaid maternity leave of absence (NJ FMLA and FMLA) of absence for Rachel Lella, effective March 17, 2014 through June 30, 2014.
4913. That the Board approves the appointment of Samantha Dimsey as Primary School Grade 3 long-term replacement teacher (replacing Rachel Lella), at a BA Step 1 prorated annual salary of \$47,140.00, effective January 2, 2014 through June 30, 2014.
4914. That the Board approves the appointment of Diva Ciani as Primary School Instructional Assistant (replacing Samantha Dimsey), at Step 1 prorated annual salary of \$25,255.00, plus a \$2,000.00 stipend for holding a bachelor's degree, and a \$400.00 stipend for possessing a New Jersey teaching certificate, effective January 2, 2014 through June 30, 2014.
4915. That the Board approves an unpaid maternity leave of absence (NJ FMLA and FMLA) for Jody Tyson, effective February 6, 2014 through April 6, 2014.
4916. That the Board approves the appointment of Katie Muller as Primary School Kindergarten long-term replacement teacher (replacing Jody Tyson), at a BA Step 1 prorated annual salary of \$47,140.00, effective January 2, 2014 through April 2, 2014.
4917. That the Board approves an unpaid maternity leave of absence (NJ FMLA and FMLA) for Brandy Balthazar, effective March 20, 2014 through June 30, 2014.

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4918. That the Board approves the transfer of Rosalyn Giallanza from Primary School Spanish teacher to Primary School Grade 3 long-term replacement teacher (replacing Brandy Balthazar), effective January 2014 through June 30, 2014 with no change to step or salary.
4919. That the Board approves the position of an additional Middle School LLD teacher, effective January 2, 2014 through June 30, 2014.
4920. That the Board approves the transfer of Ken Schussler, Middle School Grade 7 LAL teacher to Middle School LLD teacher, effective January 2, 2014 through June 30, 2014, with no change to step or salary. Account #11-2014-100-100-003
4921. That the Board approves the appointment of Kelly Rears as Middle School Grade 7 LAL teacher, at a BA+30 Step 4-5 annual salary of \$50,145.00, effective December 21, 2013 through June 30, 2014. Account #11-130-100-101-002
4922. That the Board approves the extension of an unpaid maternity leave of absence (FMLA) for Samantha Arauz, effective January 2, 2014 through April 22, 2014.
4923. That the Board approves the appointment of Laura Santitora as Middle School Grade 4 LAL teacher (replacing Samantha Arauz), at an MA Step 2-3 prorated annual salary of \$50,640.00, effective January 2, 2014 through April 22, 2014. Account #11-120-100-101-002
4924. That the Board approves the revision to the prorated annual salary for Tricia Campbell, Grade 2 long-term replacement teacher, effective October 27, 2013, as follows:
- From: BA Step 1: \$47,140.00
To: MA Step 1: \$50,140.00
4925. That the Board approves the following staff members as Guest Teachers for the 2013-2014 school year.
- | | | |
|------------------|-------------------|---------------|
| Eric Barnsica | Gretchen Keane | Krishna Tyler |
| Kevin Bulvanoski | Jacque Piatkowski | |
4926. That the Board approves the appointment of Noemi Pedroza as Primary School PreK Instructional Assistant (replacing Roberta Jean Sharp), at a Step 1 prorated annual salary of \$25,255.00, plus a \$2,000.00 stipend for holding a bachelor's degree, and a \$400.00 stipend for possessing a New Jersey teaching certificate, effective February 1, 2014 through June 30, 2014. Account #20-218-100-106-P14
4927. That the Board approves the revisions to the following Job Descriptions:

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Middle School Principal
Secretary to the Supervisor of Curriculum & Instruction and Supervisor of ESL/Bilingual/World
Languages Program
PreK Hall Monitor

4928. That the Board approves a 3-day unpaid leave of absence for Debra Rochford on January 17, January 21, and January 22, 2014.
4929. That the Board approves a one day unpaid leave of absence for Daniel Lotito on Wednesday, November 27, 2013.

EXTRA WORK/EXTRA PAY

4930. That the Board approves the following staff members to facilitate the Navigating the Curriculum Nights at the Primary School, January, February, and March 2014, not to exceed 4.5 hours each, at the stipulated negotiated contractual rate of \$32.00 per hour. Account #20-233-200-100-PI1 Title I

Erika Goldman	Lucille Quinn
Alyssa May	Megan Proper

4931. That the Board approves the following staff members to facilitate the Navigating the Curriculum Nights at the Middle School, December 2013 and April 2014 not to exceed 4 hours each, at the stipulated negotiated contractual rate of \$32.00 per hour. Account #20-233-200-100-PI2 Title I

Theresa Davidson	Luz Nieves
Andrea Fontenez	Eddy Velastegui
Crista Klemser	

4932. That the Board approves the revision to the hours for staff members to facilitate the Middle School After School Program for the 2013-2014 school year (resolution #4905, November 19, 2013), from 2 hours per day to 2 hours per week and for the lead teacher to 2.5 hours per week.

4933. That the Board approves the following staff members to substitute for the Middle School After School Program, on an as-needed basis, at the stipulated contractual rate of \$32.00 per hour for teachers and \$19.00 per hour for instructional assistants. Account # 20-233-100-100-TU2 Title I

Tiffany Harris	Janet Sharkey
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4934. That the Board approves the following staff members to attend an After School Program Planning and Procedures meeting on December 2, 2013 at the stipulated negotiated contractual rate of \$32.00 per hour for teachers and \$19.00 per Instructional Assistants, not to exceed 30 minutes. Account # 20-233-100-100-TU2 Title I

Enrique Noguera	Nicole Oropallo	James Pierson
Holcombe Hurd	Crista Klemser	Toni Graham
Michelle Tanghare	Stacy Curcio	John Adranovitz
Nicole Freitas	Lara Wengiel	Andrea Fontenez
Luz Nieves	Andrea Grasso	Vanessa Banks

4935. That the Board approves Andrea Fontenez for 20 hours of extra work/extra pay for planning and preparation of the After School Program at the stipulated negotiated contractual rate of \$32.00 per hour. Account # 20-233-100-100-TU2 Title I

4936. That the Board approves the participation and compensation for the following staff members to facilitate the Middle School After School Program for the 2013-2014 school year, at the stipulated negotiated contractual rate of \$32.00 per hour, effective December 3, 2013 through May 30, 2014. Account #20-233-100-100-TU2 Title I

Club	Advisors Needed	Days per Week	Hours per week	Name
Art	1	Thursday	1 Hour	Kathleen Doherty
ELL Language Arts Enrichment	1	Tuesday & Thursday	2 Hours	Luz Nieves

4937. That the Board approves the following coaching positions, staff members and their compensation for the 2013-2014 school year. Compensation based on the stipulated negotiated contractual stipends. Account #11-402-100-100-002

Staff Member	Sport	Position	Months	Stipend
Adam Merklinger	Girls' Soccer	Head Coach	September-November	\$1,769.00
Amy Campbell	Girls' Soccer	Assistant Coach	September-November	\$1,598.00
John Adranovitz	Boys' Soccer	Head Coach	September-November	\$1,769.00
Julius Clark	Boys' Soccer	Assistant Coach	September-November	\$1,598.00

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Isaac Nathanson	Baseball	Head Coach	March-June	\$1,769.00
Julius Clark	Baseball	Assistant Coach	March-June	\$1,598.00
Adam Merklinger	Softball	Head Coach	March-June	\$1,769.00
Jennifer Turiello	Softball	Assistant Coach	March-June	\$1,598.00
Tracey Johnson	Girls' Basketball	Head Coach	November-March	\$2,454.00
Isaac Nathanson	Girls' Basketball	Assistant Coach	November-March	\$1,598.00
Julius Clark	Boys' Basketball	Shared Head Coach/Assistant Coach	November-March	\$2,026.00
Amy Campbell	Boys' Basketball	Shared Head Coach/Assistant Coach	November-March	\$2,026.00

PUPIL PERSONNEL SERVICES- 5000

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent the following PUPIL PERSONNEL resolution(s) are approved as indicated:

5056. That the Board approves home instruction for Student ID #72066, not to exceed 5 hours per day, effective November 21, 2013 through June 30, 2014 or sooner.

CURRICULUM AND PROGRAM – 6000

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent the following CURRICULUM AND PROGRAM resolution(s) are approved as indicated:

6306. That the Red Bank Board of Education deems student participation in curriculum related field trips to be educationally beneficial. Pursuant to regulation 6A:23A-5.(c)(1), the Board hereby approves the resolution.

Funding Source	Location	Date(s)
PTO	Paper Moon Puppet Theatre, Atlantic Highlands, NJ (Primary School Special Education classes)	01/02/14
PreK Grant	Pet Smart, Ocean, NJ (2 CYMCA classes)	01/07/14
PreK Grant	Whole Foods, Middletown, NJ (2 Middletown classes)	01/09/14
PreK Grant	Pet Smart, Ocean, NJ (2 CYMCA classes)	01/14/14
PreK Grant	Whole Foods, Middletown, NJ (2 MDCC classes)	01/16/14
PreK Grant	Pet Smart, Ocean, NJ (1 CYMCA class)	01/22/14
PreK Grant	Whole Foods, Middletown, NJ (1 Middletown & 1 MDCC class)	01/23/14
PreK Grant	Pet Smart, Ocean, NJ (2 RBR classes)	02/11/14
PreK Grant	Pet Smart, Ocean, NJ (2 RBR classes)	02/18/14

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PreK Grant	Pet Smart, Ocean, NJ (2 St. Thomas classes)	03/11/14
PreK Grant	Pet Smart, Ocean, NJ (2 Acelero classes)	03/18/14

6307. That the Board approves the following textbook adoption:

World History: United States History Beginnings to 1914, Grades 5-8
Holt McDougal 2012

6308. That the Board authorizes the Superintendent to submit an application for the Preschool Program Expansion Aid for the fiscal year 2014-2015 in the amount of \$3,783,310.00

6309. **TABLED**

6310. That the Board approves the following curricula as indicated:

English Language Arts, Grades 1 – 5; (Common Core)
Algebra I, Grade 8
Character Education/Guidance Curriculum, K – 8

6311. That the Board approves the following textbook adoptions/Instructional material:

Social Studies, Holt McDougal 2012, Instructional materials, Grade 5 - 8

6312. That the Board approves the submission of the "Technology in the Classroom" project to Donors Choose for the opportunity to receive a donation of classroom technology materials for use in a pre-kindergarten classroom.

6313. That the Board approves the submission of the "We Love Books! Please Read To Me" project to Donors Choose for the opportunity to receive a donation of literacy materials for use in a 2nd grade classroom.

6314. That the Board approves the establishment of an additional Middle School LLD class, effective January 2, 2014 through June 30, 2014.

6315. That the Board approves the Preschool Education Program Plan update for the 2014-2019 school year.

ROLL CALL VOTE:

AYES: Mrs. Burden, Mr. Forest, Ms. Jones, Miss Lowe, Ms. Ludwikowski, Mr. Noble, Ms. Roseman, Dr. Stone, Ms. Viscomi NAYS: None

ABSTENTIONS: Ms. Jones on November 12th Minutes, Miss Lowe on #6306, Mr. Noble on November 12th and 19th Minutes

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III. HEARING OF THE PUBLIC –

- Carol Boehm – Primary School Teacher – Addressed the proposed additional PD days requested.

IV. OLD BUSINESS-

- Mr. Forest Stated, regarding the unofficial pathway from Locust to the Primary School, that he feels we should not put up any barriers or signs as it would make the path more difficult to access.

V. NEW BUSINESS-

- Mrs. Ludwikowski stated that the Primary School Concert will be on Thursday at the Middle School.
- Mrs. Pappagallo reminded the Board to bring their calendars to the Reorganization meeting on January 7th to schedule superintendent application file review and interviews.

VI. ADJOURNMENT

At 9:20 pm Ms. Viscomi motioned, seconded by Ms. Roseman, to adjourn.

VOICE VOTE:

AYES: Mrs. Burden, Mr. Forest, Ms. Jones, Miss Lowe, Ms. Ludwikowski, Mr. Noble, Ms. Roseman, Dr. Stone, Ms. Viscomi NAYS: None ABSTENTIONS: None

Respectfully submitted,

Debra Pappagallo
Business Administrator/Board Secretary