MANVILLE BOARD OF EDUCATION MANVILLE, NEW JERSEY

MINUTES - REGULAR MEETING

November 19, 2019 - 7:30 PM - ABIS Media Center

A meeting of the Board of Education will be held this day in the ABIS Media Center. The order of business and agenda for the meeting are:

I. CALL TO ORDER - Board of Education President Heidi Zangara - 7:30PM

II. OPEN PUBLIC MEETING STATEMENT – Mrs. Zangara

According to provisions of C231, P.L. of 1975, proper notice of this meeting was made on January 9, 2019, by mail to the Borough Clerk and official newspapers and was posted in the Board of Education office.

III. ROLL CALL

Present: Branden Agans, Jennifer Esposito, Kelly Harabin, Sharon Liszczak, Jeanne Lombardino,

Sharon Lukac, Ned Panfile, Louis Petzinger, Heidi Zangara

Also Present: Robert Beers, Superintendent; Allison Bogart, School Business Administrator/Board

Secretary; Jamil Maroun, Assistant Superintendent

Absent: None

IV. PLEDGE OF ALLEGIANCE, MOMENT OF REFLECTION AND READING OF MISSION STATEMENT

We believe in the potential of our students, the ability of our teachers and administrators, and the support of our parents and community. Every child. Every day.

V. APPROVAL OF MINUTES – RESOLVED, the Board of Education approves the minutes of the following meetings: October 8, 2019; October 15, 2019.

Mrs. Zangara made motion to approve the Minutes. The motion was seconded by Mr. Petzinger and approved by unanimous voice vote.

VI. SUPERINTENDENT'S REPORT & PRESENTATIONS – Mr. Robert Beers

- No HIB or Suspensions to report
- RFP Services Inc agreement that is up for approval later in the meeting is key in continuing
 to update that technology in our district. The phone system, card swipe system and paging
 system are all in need of an overhaul and what is being presented will allow us to continue
 to achieve our technology and infrastructure upgrade goals.

VII. COMMITTEE REPORTS:

A. Policy Committee: Sharon Liszczak, Chairperson

Mrs. Liszczak reported that the Policy Committee has not met since the last meeting but is looking to schedule something so that they can discuss the Facility Use Policy soon.

B. Curriculum and Instruction Committee (Student Activities): Ned Panfile, Chairperson

Mr. Panfile reported that the Curriculum and Instruction Committee will be meeting on December 17th before the Board Meeting.

Mr. Panfile moved Item B1 through B7 as follows:

Whereas the Superintendent of Schools has recommended certain changes in the district's curriculum, instruction, and student activity programs, now, therefore be it

B-1 RESOLVED, the Board of Education approves the following travel by school district employees pursuant to N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7, and Board of Education Policy 6471:

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Employee	Event(s)	Location	Date(s)	Estimated Cost	Budget Source
Jessica Valentin	Pearson K-8 Literacy Symposium	The Palace Somerset, NJ	11/20/19	Registration: N/A Mileage: \$3.57	11-000-223-580-300-000-000
Meghan Dattola Alicia Mathewson	Rutgers Gifted Education Conference	Rutgers Center Somerset, NJ	11/22/19	Registration: \$199 (Each Participant) Mileage: \$4.20 (Each Participant)	11-000-223-320-500-000-000 11-000-223-580-200-000-000
Robert Snyder	"Don't Get Vaped In" Training	SCESC Bridgewater, NJ	11/22/19	N/A	N/A
Katrina De la Cruz Cristina Zuniga Laura Landau	SEL Strategies/Program	Sunnymead School Hillsborough, NJ	12/2/19	N/A	N/A
Natalia Hughes Katrina De la Cruz	Multi-Tiered Systems of Support	MUJU Central Office New Providence, NJ	12/4/19	Registration: \$135 (Each Participant) Mileage: \$17.43 (Each Participant)	11-000-223-320-500-000-000 11-000-223-580-200-000-000
Christina Sulewski Christina Wright	RVCC Counselor Workshop	RVCC Branchburg, NJ	12/5/19	Mileage: \$5.11 (Each Participant)	11-000-218-580-900-103-050
Audrey Press	16 th Annual Suicide Prevention Training	Radisson Hotel Piscataway, NJ	12/5/19	Registration: \$95 Mileage: \$5.32	20-250-200-500-800-000-000
Ilana Kurtin	16 th Annual Suicide Prevention Training	Radisson Hotel Piscataway, NJ	12/5/19	Registration: \$95 Mileage: \$5.32	11-000-223-320-500-000-000 11-000-218-580-900-103-050
Robert Snyder	Inside Baseball Coaches Clinic	Hyatt Regency New Brunswick, NJ	1/9/20 – 1/11/20	Registration: \$175 Mileage: \$16.10	11-402-100-500-410-000-000 11-402-100-580-410-000-000
Lauren Kurzius	ANJEE Conference: Educating for a Just and Sustainable Future	Crowne Plaza Princeton, NJ	1/24/20	Registration: \$120 Mileage: \$13.51	11-000-223-320-500-000-000 11-000-223-580-300-000-000
Laura D'Amato	Responsive Classroom	Pace University New York, NY	2/7/20	Registration: \$199	20-250-200-500-800-000-000
Michael Magliacano	NJ Middle Level Conference	Kean University Union, NJ	23/13/20	Registration: \$99 Mileage: \$16.87	11-000-223-320-500-000-000 11-000-223-580-300-000-000
Leticia Jankowski Maria Arevalo Lorraine Acebo Carolann Kiss	FLENJ Annual Conference	APA Hotel Iselin, NJ	3/27/20	Registration: \$135 (Each Participant) Mileage: \$14.28 (Each Participant)	11-000-223-320-500-000-000 11-000-223-580-400-200-050

B-2 RESOLVED, the Board of Education approves the following Field Trip pursuant to Board of Education Policy 2340:

Date(s)	Destination/Travel Mode	Grade Level	Subject Matter
Manville High School			

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- B-3 RESOLVED, the Board of Education approves the use of Rutgers Cooperative Extension Family and Community Health Sciences to facilitate a health, nutrition and gardening project for special education students in ABIS for the 2019-2020 school year.
- B-4 RESOLVED, the Board of Education approves the Manville School District Nursing Services Plan for the 2019 - 2020 school year.
- **B-5** RESOLVED, the Board of Education approves the Memorandum of Agreement between the Manville Board of Education and the Manville Police Department for the 2019 – 2020 school year.
- B-6 RESOLVED, the Board of Education approves the following After School Hours Title III Program for the 2019 – 2020 School Year with staffing as indicated:

Position	Program	Compensation	Dates	Source
One (1) ESL Teacher	ESL Grades 5-8 After Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 42 hours per teacher	November 11, 2019 – May 6, 2020	Title III

B-7 RESOLVED, the Board of Education approves the following out of district placements and authorizes the president and secretary to sign the appropriate contract(s) on behalf of the Board:

Student	Placement	Effective Dates	Nature of Class	Tuition
#19	Hillsborough Township Board of Education	2019-2020 School Year	Services described in IEP	\$40,758.00

Mrs. Lukac asked for clarification on item B-5. Mr. Beers and Mrs. Zangara explained that this is an annual agreement required by the state.

The motion was seconded by Mrs. Zangara and approved by roll call vote as follows:

AYES: Mr. Agans, Mrs. Esposito, Mrs. Harabin, Mrs. Liszczak, Mrs. Lombardino, Mrs.

Lukac, Mr. Panfile, Mr. Petzinger and Mrs. Zangara

ABSENT: None

C. Negotiations Committee: Heidi Zangara, Chairperson

No report for this meeting.

D. Personnel

Mrs. Zangara moved Items D1 through D10 as follows:

WHEREAS the Superintendent of Schools has recommended certain appointments, payments, and leaves of absence, now, therefore be it

D-1 RESOLVED, the Board of Education approves the following Leaves of Absence, Resignations, and Retirements:

Name	Position	Action	Effective Date
Larissa Mattei	School Nurse ABIS	Paid Leave of Absence	October 16, 2019 – November 13, 2019
Erika Barney	ELA Teacher ABIS	Maternity Disability Paid Leave of Absence Followed by an Unpaid Leave of Absence in Accordance with the NJFLA	On or about January 10, 2020 – June 30, 2020

D-2 RESOLVED, the Board of Education employs the following person in the position and with terms as stated pending satisfactory completion of employment requirements:

Name	Position	Certificate	Compensation	Effective Dates
Guy Ratki	Grade 3/4 Teacher Maternity Leave Replacement for Rebecca Fosbre Roosevelt School	CEAS Elementary School Teacher, Grades K-6	MA, Step 1 \$55,780, <i>pro-rated</i>	December 16, 2019 – June 30, 2020

D-3 RESOLVED, the Board of Education approves the following staff members in the positions with terms as stated:

Name	Position	Compensation	Effective Dates
Thomas Fett Matthew Nile (Shared Position)	AVA Coordinator	Stipend Per Contract	2019-2020 School Year
Elizabeth Jacques	Drama Enrichment: Choreographer MHS	Not to exceed forty (40) hours @ \$30 per hour	2019-2020 School Year
Alexa Lucchesse	Drama Enrichment: Choral MHS	Not to exceed forty (40) hours @ \$30 per hour	2019-2020 School Year

Brooke Beierschmitt	Drama Enrichment: Costume & Stage Hand MHS	Not to exceed twenty (20) hours @ \$30 per hour	2019-2020 School Year
Kristal Gallagher Courtney Fottrell (supercedes previous approval for Shared Position) Nicole Buley	After School Math Program Weston	\$30 per hour Not to Exceed 40 Hours Each	October 16, 2019 – June 1, 2020
All Roosevelt School Certificated Staff Members	Before School Supervision Roosevelt Substitutes	Monday through Friday 30 minutes prior to the start of school @ \$25 Per Hour	2019-2020 School Year
All Roosevelt School Certificated Staff Members	After School Supervision Roosevelt Substitutes	Monday through Friday 60 minutes after school dismissal @ \$25 Per Hour	2019-2020 School Year
Thelma Gonzalez	Spanish Translator District	Up to Twenty (20) Hours each @ \$25 Per Hour	2019-2020 School Year
Christen Biondolillo	Assistant Softball Coach MHS	Stipend Per Contract	2019-2020 School Year

D-4 RESOLVED, the Board of Education approves the following persons in the positions with terms as stated:

Name	Position	Compensation	Effective Dates
Dale Landau	Volunteer Roosevelt School	N/A	N/A
Piotr Bunkowski Shared Position	Student Photographer Manville School District On an "as needed" basis	N/A MHS Student	\$9.00 Per Hour On an "as needed" basis

D-5 RESOLVED, the Board of Education approves the following Before/After School Hours Title I Program for the 2019 -2020 School Year with staffing as indicated:

Name	Program	Compensation	Dates
Lianne Vivian Cloe McGilberry Lisa Molina	Grades 1-2 Before Hours Program for Title 1 Students	Monday & Wednesday – 1 hour per day @ \$30 per hour including planning for up to 45 hours per teacher	October 15, 2019 – May 7, 2020
Alicia Mathewson Karen Barnish-Davies	Grades 3-4 After Hours Program for Title 1 Students	Monday & Wednesday - 1 hour per day @ \$30 per hour including planning for up to 45 hours per teacher	October 21, 2019 – May 6, 2020

D-6 RESOLVED, the Board of Education approves the following After School Hours Title III Program for the 2019 -2020 School Year with staffing as indicated:

Name	Program	Compensation	Dates
Kerry Zeigler	ESL Grades 1-2 After Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 48 hours	October 21, 2019 – May 6, 2020
Diane Harper Katie Dallenbach (Shared)	ESL Grades 3-4 After Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 48 hours	October 21, 2019 – May 6, 2020
Julia Bowie	ESL Grades 9-12 After Hours Program for ESL Students	Monday & Thursday - One (1) hour per day @ \$30 per hour including planning for up to 48 hours	October 21, 2019 – May 7, 2020
Kenny Eckles	ESL Grades 3-4 After Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 42 hours	November 11, 2019 – May 6, 2020

D-7 RESOLVED, the Board of Education approves the following Professional Development positions for New Teacher and Opening Day training, with staff as indicated:

Name	Program	Compensation	Effective Dates
Jacinta DaSilva Patricia McGinley Ifat Sade	Provide Professional Development for New Teacher Orientation	Two (2) hours including planning time @ \$25 not to exceed \$50 per training session	August 2019

D-8 RESOLVED, the Board of Education approves the following substitutes for the 2019-2020 school year with compensation as stated, pending satisfactory completion of employment requirements:

Name	Position	Compensation	Effective Dates
Susan LaMastro	Substitute Teacher	\$105 Per Day	2019 – 2020 School Year
Guy Ratki	Substitute Teacher	\$105 Per Day	2019 – 2020 School Year
Emily Imbimbo	Substitute Teacher	\$105 Per Day	2019 – 2020 School Year

D-9 RESOLVED, the Board of Education approved the following Manville School District Professional Learning Articulators K-12 Positions for the 2019 – 2020 School Year, with staffing as indicated:

Name	Program	Compensation	Effective Dates
Alicia Mathewson	To assist in the planning, implementation and monitoring of content area PLCs and articulation of Grades PreK – 4 Language Arts curriculum	\$1300 pro-rated	January 2020 – June 2020
Kerry Zeigler	To assist in the planning, implementation and monitoring of content area PLCs and articulation of Language Arts/Social Studies curriculum PreK-4	\$1300 per teacher	August 2019 – June 2020
Michael Forte	To assist in the planning, implementation and monitoring of content area PLCs and articulation of Social Studies curriculum 5-12	\$1300 per teacher	August 2019 – June 2020

Instruction for the 2019-2020 School Year with terms as stated:

Name	Position	Compensation	Effective Dates
Diane Harper	Sixth Period Instruction ESL - MHS	Stipend Per Contract: Full pro-rated	2019-2020 School Year MP 2 through MP 4

The motion was seconded by Mrs. Liszczak and approved by roll call vote as follows:

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AYES: Mr. Agans, Mrs. Esposito, Mrs. Harabin, Mrs. Liszczak, Mrs. Lombardino, Mrs.

Lukac, Mr. Panfile, Mr. Petzinger and Mrs. Zangara

ABSENT: None

Finance and Facilities Committee: Kelly Harabin, Chairperson

Mrs. Harabin reported that we did not have a committee meeting since the meeting last week, but we will be scheduling a meeting soon.

Mrs. Harabin moved Items E-1 through E-13 as follows:

E-1 BOARD SECRETARY & TREASURER REPORTS AND BOARD CERTIFICATION

RESOLUTION

WHEREAS, the Board of Education has received the reports of the treasurer and secretary for the month of September 2019

WHEREAS, these reports show the following balances on September 30, 2019:

FUND	CASH BALANCE	APPROPRIATION BALANCE
(10) General Current Expense Fund	\$3,283,061.69	
(11) Current Expense	\$ -	\$2,260,514.81
(12) Capital Outlay		\$551,333.17
(13) Special Schools		\$2,500.00
(20) Special Revenue Fund	(\$300,617.64)	\$396,260.03
(30) Capital Projects Fund	\$26,032.23	\$0.00
(40) Debt Service Fund	\$1,856.96	\$0.00
TOTAL	\$3,010,333.24	\$3,210,608.01

and

WHEREAS, in compliance with N.J.A.C.6:20-2A.1(d) the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education, now, therefore, be it

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and be it

FURTHER RESOLVED, in compliance with N.J.A.C.6:20-2A.10(e), the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over-expended in violation of N.J.A.C.6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

E-2 CLAIMS FOR PAYMENT

RESOLVED, the Board of Education approve payment of the following bills and direct that a complete list of these bills be attached to and made part of these minutes:

Fund		Check Numbers	Amount
General Fund	#10		\$3,131,916.77
Special Revenue Fund	#20		\$56,437.11
Capital Projects Fund	#30		\$0.00
Debt Service Fund	#40		\$0.00
TOTAL			\$3,188,353.88

E-3 BUDGET TRANSFERS RESOLUTION

RESOLVED, the Board of Education ratifies the following transfers between budget line items that have been approved by the Superintendent of Schools and reported them to the Board of Education for the month ending September 30, 2019.

AMOUNT	ТО	FROM	REASON
\$1,050.00	11-401-100-500-200-000-000	11-190-100-640-200-000-000	Cover portion of unanticipated assembly
\$47,748.58	11-000-262-520-500-041-000	11-000-291-260-500-000-000	Adjust Insurance Policy Premiums to correct accounts

E-4 FACILITY USE REQUESTS

RESOLVED, the Board of Education approve the following Facility Use Requests:

ORGANIZATION	PROGRAM	LOCATION	DATE	TIME	FEES
Hillsborough Elks	Hoop Shoot	Weston Gymnasium	12/7/19	9:00am- 12:00pm	None
Weston PTA	Cookies with Santa	Weston Gymnasium	12/14/19	8:30am- 12:30pm	None
Eastern Wind Symphony	Winter Wonderland Concert	MHS Auditorium MHS Café' A MHS Band Room	12/14/19	6:00pm- 10:30pm	\$495

E-5 IDEA 2019 FINAL REPORT

RESOLVED, the Board of Education approves IDEA Final Expenditure report and approves the following carryover amounts:

Basic: \$40,277 Preschool: \$1,096

E-6 APPROVAL OF ANNUAL COMPREHENSIVE MAINTENANCE PLAN

BE IT RESOLVED, the Board of Education approved the Comprehensive Maintenance Plan and Schedule M-1 as shown on attached Addendum I and authorizes the School Business Administrator to submit the schedules to the County Superintendent as required by law.

E-7 ACCEPTANCE OF DONATIONS

RESOLVED, the Board of Education acceptance and appreciation for the following donations:

AMOUNT/ITEMS	ORGANIZATION	USE
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Est \$100 - Crafting/Art Supplies Reading	Cinema For Use by District
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E-8 APPROVAL OF CHANGE ORDER FOR ROOSEVELT ROOF PROJECT

RESOLVED, the Board of Education approves the following change order on the Roosevelt Roof Project:

Project Change Order #	Description of Change	Total Cost
002	RTU Thermostats, Controls, and VAV Upgrades	\$23,499.00

E-9 APPROVAL OF VOCATIONAL SCHOOL TUITION AGREEMENT

RESOLVED, the Board of Education approves the Out of District Tuition Contract Agreement with Somerset County Vocational Technical School for the 2019-20 School Year in the amount of \$36,437.50 and authorizes the President and Secretary to sign the appropriate contracts on behalf of the Board.

E-10 APPROVAL OF PARTICIPATION IN COOPERATIVE PRICING SYSTEM

WHEREAS, NJSA 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Camden County Educational Services Commission, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services:

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution Manville Board of Education

AUTHORITY

Pursuant to the provisions of NJSA 40A:11-11(5), the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (NJSA 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

E-11 APPROVAL OF PHONE/PAGING SYSTEM/DOOR SWIPE PROJECT & FINANCING

RESOLVED, the Board of Education approves the proposal from RFP Solutions Inc. to replace the phone system, paging system and door access control system district wide for \$350,882.00 to be financed with a five (5) year lease purchase agreement through Municipal Capital Finance with annual payment starting July 1, 2020 in the amount of \$76,539.32.

BE IT FURTHER RESOLVED that the School Business Administrator/Board Secretary and any other appropriate representative of the Board are authorized to take any and all actions necessary to implement the transaction and the agreements authorized herein.

E-12 APPROVAL FOR REVISED AGREEMENT WITH BRIDGES TO EMPLOYMENT

RESOLVED, the Board of Education approves the following revised contract with Bridges to Employment that was originally approved on May 14, 2019 in the amount of \$3,300 and is now being revised to reflect the correct pricing of \$15,790. It is for transition services and is funded through the IDEA Grant.

E-13 CAFETERIA CLAIMS

RESOLVED, the Board of Education approve the following Cafeteria Claims for payment:

CHECK#	DATE	VENDOR	AMOUNT
3001	10/24/2019	Aramark	\$62,145.44
3002	10/28/2019	Breakdown Products	\$267.00
3003	10/28/2019	Edvocate	\$1,166.00
		Total	\$63,578.44

Mrs. Lukac asked for clarification on item E-12. Ms. Bogart explained that the initial contract had a clerical error and needed to be reapproved with the correct dollar amount.

The motion was seconded by Mrs. Lombardino and approved by roll call vote as follows:

AYES: Mr. Agans, Mrs. Esposito, Mrs. Harabin, Mrs. Liszczak, Mrs. Lombardino, Mrs.

Lukac, Mr. Panfile, Mr. Petzinger and Mrs. Zangara

ABSENT: None

F. Communications/Public Relations Committee: Louis Petzinger, Chairperson

No report for this meeting.

VIII. OLD BUSINESS/NEW BUSINESS

OLD BUSINESS:

 Mrs. Zangara – The December 10th Board Meeting is Cancelled and we will only have the December 17th BOE meeting next month

NEW BUSINESS:

- There is no new business for this meeting
- **IX. PUBLIC COMMENT** Mrs. Zangara will invite questions and comments from the public.

At 7:42pm Mrs. Zangara moved that the meeting be opened to the public. The motion was seconded by Mrs. Lukac and approved by unanimous voice vote. Mrs. Zangara invited questions and comments from the public.

There was no comment from the public.

At 7:43pm Mrs. Zangara moved to close the public session. The motion was seconded by Mrs. Lombardino and approved by unanimous voice vote.

At 7:43pm Mrs. Zangara motioned to enter Closed Session. Items discussed would be in reference to Item #3 & #8 listed below. No formal action will be taken. The motion was seconded by Mrs. Lombardino and approved by unanimous voice vote.

X. CLOSED SESSION (If necessary - use this resolution to identify the qualified matters to be discussed)

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) a matter rendered confidential by federal or state law
- 2) a matter in which release of information would impair the right to receive government funds
- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) a collective bargaining agreement and/or negotiations related to it
- 5) a matter involving the purchase, lease, or acquisition of real property with public funds
- 6) protection of public safety and property and/or investigations of possible violations or violations of law
- 7) pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
- 8) specific prospective or current employees unless all who could be adversely affected request an open session
- 9) deliberation after a public hearing that could result in a civil penalty or other loss, and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

At 8:03pm Mrs. Zangara moved to end Closed Session. The motion was seconded by Mr. Agans and approved by unanimous voice vote.

XI. ADJOURNMENT

At 8:04pm Mrs. Zangara made a motion to adjourn the meeting. The motion was seconded by Mr. Agans and approved by unanimous voice vote.

Respectfully Submitted,

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Allison Bogart Board Secretary