

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library

April 27, 2016

7:00 p.m. Public Hearing, Regular Meeting to immediately follow

MINUTES

Mission Statement

The mission of the Runnemede Public Schools is to provide a successful educational experience for all children. To this end, we expect all students to achieve the New Jersey Core Curriculum Content Standards (NJCCCS) at all grade levels and we will ensure the following:

- Demonstrably effective instructional programs that are aligned with the NJCCCS
- A safe, clean and healthy learning environment
- A motivated, committed, skilled staff who are highly qualified in their content areas
- Collaboration between school, parents and community
- Managerial and fiscal accountability

I. Call Meeting to Order – The meeting was called to order at 7:06 pm by Vice President Buchheim.

II. Pledge of Allegiance – The pledge was recited by all present

III. Roll Call:	Present		Absent
	Patricia Adair	Amy Farry	Arlene Anderson
	Charles Buchheim	Joseph Impagliazzo	Angel Beebe
	Naomi Davidson	Maria Panzarella	Samantha Spaulding

Also Present:

- Mark Iannucci, Superintendent
- Sean McCarron, Business Administrator / Supervisor of Curriculum & Instruction
- Jade Yezzi, Principal – Bingham/Downing Schools
- Steve Pili, Principal – Mary Volz
- Phil Silva, Vice Principal
- Gladys Hubbard, Child Study Team Supervisor
- Frank Hines, Supervisor of Buildings & Grounds

IV. Approval of Minutes – A motion was made by Maria Panzarella and seconded by Patricia Adair to RECOMMEND that the Board of Education approve the minutes of the following meetings:

1. Regular Meeting – March 15, 2016

ROLL CALL VOTE: 5 Yes 0 No 1 Abstain 3 Absent

J. Impagliazzo

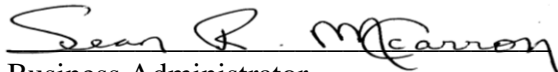
V. Financial Report – Period Ending March 2016- A motion was made by Naomi Davidson and seconded by Maria Panzarella to RECOMMEND that the Board of Education approve the following resolution:

Board Secretary Financial, Revenue and Treasurer’s Reports

A. Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of *March*. The Board Secretary certifies that no line item account has been over expended in

violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

- B. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of *March*. The Treasurer's and Secretary's report are in agreement for the month of *March* 2016.
- C. Board Secretary in accordance with N.J.A.C. 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
- D. Board of Education Certification – pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, we certify that 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 accounts or funds have been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.


Business Administrator

April 27, 2016
Date

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 3 Absent

- VI. Presentations – Public Hearing of the 16-17 School Budget** – Dr. McCarron presented the 2016 – 2017 School Budget (final approved numbers can be found in the Financial Section of the minutes)
- VII. Correspondence - None**
- VIII. Recognition of Citizens - Public Comments on Agenda Items Only – None**
Recognition of Citizens – Public Comments on Non-Agenda Items (Added due to Executive Session getting moved to the front of the meeting)
 1. Andrew Whitman, 3rd year teacher at Triton and Cross Country Coach, came to discuss the possibility of starting a cross country at the Middle School Level. This would help support the high school program. Mr. Iannucci pointed out that Mr. Whipple runs a running club, but our students do not compete in the meets at this time.
 2. Bill Lemin (Gloucester Township Resident), came to speak as a parent of a cross country runner in regards to what his son took away from being involved in cross country at the high school level.
 3. Patti Adair – spoke as the Clean Community Coordinator and discussed all of the Earth Day activities that took place. She discussed the 3rd grade project and all that they were able to clean up on this day. She also informed everyone that Saturday 04/30 was National Medication Disposal Day from 10-2 at Runnemede Borough Police Department.
- IX. Secretary / Curriculum Report** – Dr. McCarron discussed ROD Grant Reimbursement, Budget, PARCC Testing, and Curriculum Happenings.
- X. Superintendent's Report** – Mr. Iannucci stated that student enrollment was at 870, commended Mrs. Monico on completing her first Art Show, shared information about Volz School's Boys and Girls Night Out, Spring Concert coming up, Basket Auction on the 29th, and Baseball / Softball is under way.

XI. Principals' Reports

A. Fire and Security Drills to date were conducted as follows:

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	Fire Drill	April 20, 2016	3 minutes
	Evacuation	April 15, 2016	4 minutes
DOWNING	Fire Drill	April 21, 2016	3 minutes
	Evacuation	April 22, 2016	4 minutes
VOLZ	Fire Drill	March 17, 2016	3 minutes 35 seconds
	Bomb Scare	March 22, 2016	3 minutes 1 second

B. Nurse's Report

C. Buildings and Grounds Report

D. Special Education Report

XII. Other Reports

A. PTA Report – Basket Auction will be on 04/29 in the Volz School Gymnasium

B. Committee Reports

- Camden County Educational Services Commission – No Report
- NJSBA Report – Chaz will be attending a meeting in May
- Black Horse Pike Regional School District – No Report
- Negotiations - Discussion of MOA will be discussed during executive session
- Planning and Zoning – Movement to one tax bill for those with multiple properties

XIII. Unfinished Business - None

XIV. Executive Session - student, personnel, legal, or contractual matters – A motion was made by Patricia Adair and seconded by Maria Panzarella to enter executive session at 7:51 pm.

RESOLUTION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the Runnemede School District, Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the Runnemede Public School District, Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the Runnemede Public School District, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

- Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (**Discussion of MOA with REA**)
- Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer; (**RFQ / Insurance Renewal**)
- Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting; (**16-17 Teacher Renewal**)

WHEREAS, the length of the Executive Session is undetermined; however, the Runnemede Public School District, Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene

after 30 minutes and the Runnemede Public School District, Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the Runnemede Public School District, Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Runnemede Public School District, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Runnemede Public School District, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Runnemede Public School District, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

BE IT FURTHER RESOLVED that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq. Action on any item may or may not be taken in Open Session at the conclusion of the Executive Session.

Return to Public Session – A motion was Maria Panzarella and seconded by Naomi Davidson to return to public session at 8:32 pm. All members present were in favor.

XV. New Business

A. PROPERTY & TRANSPORTATION – A motion was made by Maria Panzarella and seconded by Patricia Adair to approve the following on the recommendation of the Superintendent:

1. Facility Use

FACILITY	USER	PURPOSE	DATE	TIME
Mary Volz School Classroom A-2	Gladys Hubbard	Autism Presentation	4-13-16	6:00pm - 7:30pm
Aline Bingham School	Annemarie Monico	Art Expo	4-19-16	6:00pm - 7:30pm
Mary Volz School Soccer Field	Michael Ralston	Flag Football Intramurals	4-20-16 through 5-13-16	2:20pm - 3:00pm
Grace Downing School	Annemarie Monico	Art Expo	4-21-16	6:00pm – 7:30pm
Mary Volz School Library	REA	Ratification meeting	4-26-16	3:30pm - 4:30pm
Mary Volz School Soccer Field	Trinity Evangelical Lutheran Church	Drug Abuse Awareness Walk	4-30-16	6:30am – 11:30 am

2. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
Runnemede VFW Area	Earth Day Clean-up (lunch will be provided by VFW)	4-22-16	Downing School Third Graders	Laura Seckinger Kevin Michell	Students will walk to VFW area with teachers and parents.
Runnemede Bike Path	Earth Day flower planting @ bike path	4-22-16	Bingham School Third Graders	Lindsey Lamonica	Students will walk to and from the bike path with a Police escort.
Edelman Planetarium Rowan University Glassboro, NJ	Planetarium and college tour	5-18-16	Mary Volz Honor Society	Kayleigh Root	McGough Bus Company 1 bus @ \$350.00

3. T & L Transportation to transport baseball and softball teams to away games in Barrington and Pine Hill, NJ, two (2) games @ \$200.00 per game = \$400.00

4. Runnemede school bus to transport baseball and softball teams to away games in Berlin Township, Cherry Hill and Winslow, NJ

5. Approve All Occasions Limo Service to transport 2 students (SID #'s 7903300319 and 8920100296) residing in Pitman, under McKinney/Vento beginning April 13, 2016, through June 14, 2016 (44 days), at a cost to the district of \$185 per diem, \$8,140 total

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 3 Absent

B. **PERSONNEL**- A motion was made by Maria Panzarella and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent :

1. Lindsey Folsom as Special Education Teacher at Bingham from April 6, 2016 to May 6, 2016 at present salary plus \$86.00 per diem
2. Employee #416 request for extended leave for 2016 – 2017 School Year
3. Reappointment of Tenured Certified Staff

It is recommended that the following tenured staff members be reappointed for the 2016 – 2017 school year beginning 09/01/2016, pending REA Agreement:

Staff Member	Position	Staff Member	Position
Anderson, Devon	Teacher	Majewski, Jennifer	Teacher
Ayusa, Christina	Teacher	Mannino, Alfie	Teacher
Bergman, Diane	Teacher	Marakovits, Scott	Teacher
Burpulis, Marisa	Teacher	Marchiano, Kathleen	Teacher
Callahan, Kristin	Counselor	Martin, Michael	Teacher
Carroll-Kline, Lori	Teacher	Martinez, Melinda	Teacher
Carson, Kelly	Teacher	McFarland, Nancy	Teacher
Clancy, Shawn	Teacher	Mitchell, Kristen	Teacher
Clark, Robin	Teacher	Moore, Mary	Teacher
Clements, Karen	Teacher	Newhart, Jennifer	Teacher
DeFeo, Jacqueline	Teacher	Passarella, Kari	Teacher
DiMatties, Michelle	Social Worker	Ralston, Michael	Teacher
Dutkin, Jamie	Teacher	Razavi, Kimberly	Teacher
Ems, Carrie	Teacher	Ryan, Valerie	Teacher
Fanz, Barbara	Teacher	Schreiber, Linda	Teacher
Feldman, Karen	Nurse	Seckinger, Laura	Teacher
Fisher, Cheryl	Teacher	Sirolli, Lorraine	Teacher
Guzik, Alexis	Teacher	Summerfield, Cathleen	Teacher
Hamer, Jill	Teacher	Taliaferro, Alex	Teacher
House, Shannon	Teacher	Tasso, Marianna	Teacher
Hummel, Tracey	Teacher	Toomey, Janet	Teacher
Karaska, Jennifer	Teacher	Torres, Angela	Teacher
Kerslake, Christie	Nurse	Vesey, Sandra	Teacher
Kline, Michael	Teacher	Vonderstuck, Christine	Teacher

Kozuhowski, Marie	Teacher		Whipple, Christian	Teacher
Lukacsy, Melissa	Teacher		Whitescarver, Erin	Teacher
Maatje, Melissa	Teacher		Zimmerman, Janice	Teacher
Maitag, Lisa	Teacher		Zimmerman, Mary	Teacher

4. Reappointment of Non-Tenured Certified Staff

It is recommended that the following non-tenured staff members completing their **third** year in the district be reappointed for the 2016 – 2017 school year beginning 9/1/2016, pending REA Agreement:

Staff Member	Position		Staff Member	Position
Ambrose, Kristen	Teacher		Michell, Kevin	Teacher
Duffield, Christine	Teacher		Michell, Lee Ann	Teacher
Eib, Samantha	Teacher		Root, Kayleigh	Teacher
Engelhart, Karen	Teacher		Taraschi, Kaitlyn	Teacher
Greenwood, Joan	Teacher		Vena, Janine	Teacher
Lamonica, Lindsey	Teacher			

5. Reappointment of Non-Tenured Certified Staff

It is recommended that the following non-tenured staff members completing their **second** year in the district be reappointed for the 2016 – 2017 school year beginning 9/1/2016, pending REA Agreement:

Staff Member	Position		Staff Member	Position
Austin, Melissa	Teacher		Ritchie, Regina	Teacher
Bonora, Stephen	Teacher		Tait, Erica	Teacher

6. Reappointment of Non-Tenured Certified Staff

It is recommended that the following non-tenured staff members completing their **first** year in the district be reappointed for the 2016 – 2017 school year beginning 9/1/2016, at their current step and revised salary as per REA Agreement.

Staff Member	Position		Staff Member	Position
Carroll, Julie	Teacher		Monico, Annemarie	Teacher
Kehler, Elizabeth	LDTC		Nicoletto, Teresa	Teacher
McCoy, Shaena (04/04/16)	Nurse			

7. Barbara Ann Weindel as Substitute Cafeteria/Playground Aide

8. Resignation of Michael Root as Baseball Coach

9. Accept with regrets the retirement of Nancy Bada

10. Michael Kline as Baseball Coach at \$30.00 per hr.

11. Resignation of Marianna Mounier-Tasso as speech pathologist (Volz) beginning July 1, 2016.

12. Accept, with regrets, the retirement of Janet Toomey

13. Memorandum of Agreement with the Runnemed Education Association for 2016 – 2019

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 3 Absent

Item #2 ROLL CALL VOTE: 0 Yes 6 No 0 Abstain 3 Absent

Item #13 ROLL CALL VOTE: 4 Yes 0 No 2 Abstain 3 Absent

***Abstentions on #13 were due to a conflict.**

C. FINANCE – A motion was made by Naomi Davidson and seconded by Patricia Adair to approve the following on the recommendation of the Superintendent and School Business Administrator to approve the following as attached:

1. Transfers and Appropriation/Revenue Adjustments – *March*
 Cash Report – *March*
 Receipt Report – *March*
 Treasurer’s Report – *March*
 Board Secretary’s Report -- *March*

2. Approval of the 2016-2017 Budget

BE IT RESOLVED to approve the Runnemed Board of Education budget for the FY 2016-2017 school year as follows:

APPROPRIATIONS			REVENUES		
Fund 10 Appropriations		12,723,562	Budgeted Fund Balance		720,294
			Local Tax Levy (2% increase)		7,035,809
			Other Local Governments-Unrestricted		20,000
			Tuition		7,500
			Transportation		20,000
			Misc		1,250
			SEMI		6,860
			State Aid		4,911,849
Total General Fund		12,723,562	General Fund Revenue		12,723,562
NP 192/193		171,460	NP 192/193		171,460
Pre-K		0	Pre-K Tuition		-
NCLB Title I & II		175,892	NCLB Title I & II		175,892
IDEA Basic & PK		223,245	IDEA Basic & PK		223,245
Local Projects		5,966	Local Projects		5,966
Total Fund 20		576,563	Special Revenue		576,563
TOTAL BUDGET		13,300,125	TOTAL REVENUES		13,300,125

BE IT RESOLVED, that there should be raised for the General Fund \$7,035,809 for the upcoming FY 2016-2017 school year.

BE IT RESOLVED, that the district, in accordance with N.J.A.C. 6A:23B-1.2(b) – Travel and Related Expense Reimbursement, has adopted policies which provide that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2016-2017 school year. The Board of Education hereby establishes the school district travel maximum for the 2016-2017 school at the sum of \$20,000. The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 6A:23A-9.3(c)14, that the Board of Education has provided a maximum amount for public professional services as follows:

Attorney	\$30,000
Auditor	\$18,400
Architect	\$5,000 (excluding ROD Grant projects)

3. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
Maria Panzarella	Camden / Gloucester County Joint SBA Meeting Sponsor: NJSBA Location: Villari's Lakeside Sicklerville, NJ	5-3-16 6:00 pm – 9:00 pm	0 Mileage
Patricia Adair	3 rd Annual ISTEM – NASA Field Trip Sponsor: NJSBA Location: NASA Goddard Space Center, Maryland	5-6-16 10:00am - 5:30pm	\$99.00 Mileage
Charles Buchheim	Annual Delegate Assembly Sponsor: NJSBA Location: Conference Center at Mercer (Mercer County Community College Campus) West Windsor, NJ	5-14-16 9:00am - 12:00pm	0 Mileage
Jade Yezzi Steve Pili	Live Demonstration of Crisis Lockdown System Sponsor: Sterling High School Location Sterling High School, Somerdale, NJ	5-18-16 1:00 pm – 2:00 pm	0 Mileage
Michelle DiMatties Kathleen Malatesta	Countywide District Homeless Liasion and Registrar Meeting Sponsor: GCSSSD Location: GCIT Theatre, Sewell	5-26-16 9:00 am – 12:30 pm	0 Mileage
Michelle DiMatties	Monsters Under the Bed: Non- Suicidal Self Injury Sponsor: Rutgers University Location: School of Social Work, New Brunswick, NJ	6-9-16 9:30am - 3:30pm	0 Mileage

4. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 03/15/2016	\$ 353,136.99
Bills List #2 – Payroll 03/24/2016	\$ 350,700.59
Bills List #3 – A/P Batch #62	\$519,019.40
Bills List #4 – A/P Batch #64	\$11,705.91
Bills List #5 – Batch #80	\$31,643.69
Cafeteria – A/P Batch #63	\$20,796.03
TOTAL	\$1,287,002.61

5. Gloucester County Special Services School District – CRESS 2015-2016 Services Proposal to provide an additional 50 hours of Educational Consultation Services (Behavior) from January 24, 2016 to June 30, 2016 for a total of 60 hours @ \$124.00 per hour not to exceed \$7,440.00.
6. Approve the membership resolution with the Camden County Elementary League to participate in interschool athletic programs sponsored by the Camden County Elementary League with a yearly registration fee of \$25.
7. Approve tuition agreements with Gloucester County Special Services School District to provide educational services for the 2015-2016 school year for 2 students: SID# 5003468661 effective 1/4/16 @ \$190 per diem for 109 days, total district cost \$20,710 and SID # 3987664699 effective 3/15/16 @ \$190 per diem for 63 days, total district cost \$11,970. Payable via State Aid Reduction.
8. Approve one on one aide contract with Gloucester County Special Services for effective 3/15/16 for SID# 3987664699 for the 2015-2016 school year @ \$36,000 yearly prorated for the 63 days in attendance; total cost to district \$12,600 (payable through accounts payable).
9. Approve the following professional services for the 2016- 2017 school year, based on RFQ's reviewed during executive session:
 School Auditor: Nightlinger, Colavita, and Volpa
 School Physician: Dr. Ashok Patel
 School Solicitor: Adams, Gutierrez, and Lattiboudere
 School Architect: Garrison Architect
10. Education Inc. to provide educational services at Kennedy University Hospital – partial program for SID # 2496951664 commencing April 15, 2016.

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 3 Absent

D. CURRICULUM – A motion was made by Naomi Davidson and seconded by Maria Panzarella to approve the following on the recommendation of the Superintendent:

1. Approve submission of the three year Comprehensive Equity Plan to the Camden County Office of Education for the school years 2016-17, 2017-18, and 2018-19.

2. Accepted the fully funded donation from DonorsChoose.org
 - a. Joan Greenwood's project "Bots for Bingham and Downing" \$118.00 for supplies
3. Practicum placement for Anna Perry, (Bingham), Jasmine Candelario, (Volz), Juddson Corl (Volz), September 12 thru December 16, 2016.

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 3 Absent

E. POLICIES/PUBLIC RELATIONS – A motion was made by Patricia Adair and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent:

1. Policies & Regulations for Second Reading
 - a. P 0167 Public Participation in Board Meetings Revised
 - b. P 0168 Recording Board Meetings (Revised)
 - c. P 2422 Health and Physical Education (Revised)
 - d. P 2425 Physical Education (Abolished)
 - e. P 2431 Athletic Competition (M) Revised
 - f. P 2431.2 Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) Revised
 - g. P & R 5111 Eligibility of Resident/Nonresident Students (M) Revised
 - h. P & R 5310 Health Services (M) Revised
 - i. P & R 5330.01 Administration of Medical Marijuana (M) (New)
 - j. P & R 8462 Reporting Potentially Missing or Abused Children (M) Revised
 - k. P8550 Outstanding Food Service Charges (Revised)

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 3 Absent

XVI. Recognition of Citizens and Staff – non-agenda items

- Naomi Davidson commended administration and food service staff for all of their hard work and being able to fully support the program without assistance from the general budget.
- Charles Buchheim requested that we honor the maintenance staff at a future board meeting for all of their hard work. He also requested that we look into getting our water tested, which Mr. Iannucci informed him was already underway.
- Patti Adair announced that Youth, Mayor, and Council will begin on May 7, 2016 and closing ceremonies will be on May 14, 2016.

XVII. Board/Committee Meetings

Committee Meeting –Property, Transportation, and Finance Tuesday, May 24, 2016 @ 6:00 pm
Next regular BOE meeting date: Tuesday, May 24, 2016 @ 7:00 pm

XVIII. Adjournment - A motion was made by Maria Panzarella and seconded by Patricia Adair to adjourn the meeting at 8:43 pm. All members present were in favor.

Respectfully Submitted,



Sean R. McCarron, Ed.D.