

PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD

**Morris Plains Board of Education
Minutes of the Public Meeting – August 8, 2017 – 7:00 p.m.
520 Speedwell Avenue, Suite 200**

2016-2017 District Goals

1. To continue providing communication outreach opportunities to members of the school community.
2. To continue increasing student achievement through individualized instruction, meaningful and authentic assessments, and 21st century teaching strategies.
3. To continue to analyze data to support student performance, professional development, and evaluate programs.
4. To continue to address the Long Range Facility Plan, as well as execute referendum-approved projects, while demonstrating fiscal responsibility.

Call to Order and Reference to the Sunshine Law

In accordance with the requirements of the Open Public Meetings Act (Chapter 231, P.L. 1975), Ms. Amy Barkman, Board Secretary, opened the meeting at 7:00pm and read the following: The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Morris Plains School District Board of Education, in the County of Morris, New Jersey has caused notice of this meeting to be published by having the date, time and place thereof posted in the Board Administrative Offices, sent to the Clerk of the Borough of Morris Plains, the Morris Plains Library, the Daily Record, the Star Ledger, and the Morris News Bee.

Pledge of Allegiance

Roll Call

Present: Mr. Adam Higgins, Mrs. Shawna Longo, Ms. Christina Perry, Dr. Denise Rawding and Mr. Kenneth Wilbur

Absent: Mr. Scott Bober, Mr. Anthony Galdi, Ms. Lucia Galdi, Mrs. Maria Manley and Mr. Mark Maire

Also present: Ms. Amy Barkman

Number of public attending: 1

Hearing of Citizens and/or Delegations - none

Superintendent's Report - Mr. Mark Maire - none

Business Administrator's Report - Ms. Amy Barkman reported the following:

1. The auditors are no longer on site. Audit being completed in their offices.
2. Referendum projects update.

Correspondence - none

Board of Education Minutes

1. Approval of the Board of Education Minutes

On the motion of Mrs. Shawna Longo seconded by Ms. Christina Perry, the Board approves the following Minutes: Public and Executive - July 18, 2017

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

Business Items Prepared for Official Action on August 8, 2017:

A. Personnel (upon the recommendation of the Superintendent) - The following motions are of a routine nature, non-controversial, and will be voted on in one motion.

Note: Employment of personnel contained in these resolutions in this section are provisional, contingent upon a criminal record check in compliance with P.L.1986, C.116 and approval of the submission of the "Application for Emergent Hire."

1. Approval of Additional 30 Minutes for ESY Aide

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves an additional 30 minutes for Barbara Carton, ESY Aide at Mountain Way School Summer Program at a rate of \$16.00/hr x 0.5 hours = \$8.00.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

2. Approval to Adjust the Stipend of the Girls Head Basketball Coach for 2017-2018

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves to adjust the amount of the 2017-2018 stipend for Edward Frankosky, Girls Head Basketball Coach to \$4,471(Step 4).

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

3. Approval to Accept Resignation - Part-Time Aide at Mountain Way School

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board accepts the resignation of Lori Bergeron, CST Aide at Mountain Way School, effective June 30, 2017.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

4. Approval of Part-Time Aide for Mountain Way School 2017-2018 (183 Days)

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves the following Aide position for the 2017-2018 school year:

Name	Position	Hours	Hours/Day (excludes lunch)	Step	Hourly Rate	Yearly Salary
Carrie Horan	CST	8:30am - 2:50pm	5.91 hours/day (excludes a 25 minute lunch)	1	\$13.86	\$14,989.53

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

5. Approval of Child Study Team Coordinator - 2017-2018

Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves Megan Gropp as Child Study Team Coordinator effective July 1, 2017 through June 30, 2018 at a stipend of \$8,254.90 (10% of 2017-18 salary)

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

6. Approval of Fall Stipend Positions

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves the following stipend positions for the 2017-2018 school year:

Activity	Staff Member	Stipend
Mt. Way Title I After School Program Coordinator	Kara Pagan	\$2,097
Borough Title I After School Program Coordinator	Lindsey Irwin	\$2,097

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

7. Approval of Replacement Bus Aide for 2016-2017 ESY School Year - for Mountain Way School

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves Eileen Bodnar as replacement for Randall Porter, ESY Bus Aide for Mountain Way School at a rate of \$16/hr; 1.0 hr/day x 18=\$288.00 (Prorated)

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

8. Approval of Additional 2.5 Hours for ESY Substitute at Mountain Way School

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves an additional 2.5 hours for ESY Substitute, Keely Flanagan at a rate of \$16.00/hr x 2.5 hours = \$40.00

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

9. Approval to Accept Resignation of Part-Time Music Teacher at Mountain Way School

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves to accept the resignation of Ashley Davison, Mountain Way School Part-Time Music Teacher, effective August 1, 2017.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

10. Approval of Second Grade Special Education Teacher (Family Leave Replacement)

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves Michelle Kania as Second Grade Special Education Teacher (Family Leave Replacement - Mrs. Everhart) effective September 1, 2017 through November 17, 2017 at a salary of \$52,305 (BA, Step 1) to be prorated at a daily rate of (\$261.52). There are no benefits associated with this position.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

11. Approval of Second Grade Teacher at Mountain Way School (Family Leave Replacement)

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves Marlene Eickmeyer as Second Grade Teacher (Family Leave Replacement - Mrs. Cazzola) effective September 1, 2017 through November 22, 2017 at a salary of \$53,817 (BA + 15, Step 1) to be prorated at a daily rate of (\$269.08). There are no benefits associated with this position.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

B. Finance/Buildings & Grounds/Purchasing/Contracts - The following motions are of a routine nature, non-controversial, and will be voted on in one motion.

1. Approve Bills and Claims Report

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves the attached bills and claims report dated 8/8/2017 in the amount of \$521,001.58.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

2. Approve Payroll Distribution

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves the payroll distribution summarized below and directs that the payroll distribution be attached to and made part of these minutes.

Payroll Date	Fund	Amount
7/27/2017	General (Summer Pay)	\$65,143.73
7/28/2017	General	\$69,537.78

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

3. Approval of the Board Secretary and Treasurer’s Reports for the Period Ending June 30, 2017

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding Be It Resolved, that the Board of Education acknowledges receipt of the Certification from the Board Secretary that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJSA 18A:17-9, further that District Board of Education, after review of the Board Secretary’s and Treasurer’s monthly financial reports upon consultation with the appropriate district personnel, certifies that no major account or fund has been over expended in violation of NJSA 18A:17-36, and that sufficient funds are available to meet the District Board of Education’s financial obligations for the remainder of the fiscal year and that therefore it is recommended that the Secretary’s and Treasurer’s Reports for the period ending June 30, 2017 to be approved.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

4. Approval of 2017-2018 Contract with BrightStar Care

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves the client services agreement with BrightStar Care of Morris County for the 2017-2018 school year.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

5. Approve the Sending-Receiving Agreement for Tuition with Morris School District – 2017-2018

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves a Sending-Receiving Agreement for Tuition for students in grades nine through twelve between the Morris Plains Board of Education and the Morris School District Board of Education effective July 1, 2017 through June 30, 2018.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

6. Approval of Average Tuition Cost Per Credit (Without Fees) for Reimbursement for Graduate Courses for 2017-2018

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves a 2017-2018 Tuition Cost per Reimbursement rate for graduate courses in the amount \$677.15 per credit. (This rate is derived by taking the average of six state college/universities.)

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

7. Approval of Tuition Rates (Students received from other LEA's) – 2017-2018

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the board approves the following 2017-2018 tuition rates for students received from other LEAs:

Preschool/Kindergarten: \$14,552

Grades 1 – 5: \$17,201

Grades 6 – 8: \$19,144

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

8. Approve Tuition Agreement with Morris County Vocational School District – 2017-2018

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves a 2017-2018 Tuition Contract and projected payment schedule with Morris County Vocational

School District and all off-site academies, effective September 1, 2017 through June 30, 2018 at the following annual tuition rates:

Full-Time Student Regular Education: \$9,200 Full Time Student Special Education: \$14,000
 Part-Time Student Regular Education: \$4,600 Part-Time Student Special Education: \$7,000

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

9. Adoption Board Travel Resolution for October 23-26, 2017 New Jersey School Boards Association with Doctrine of Necessity

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board adopts the following resolution:

WHEREAS, the School Ethics Act (N.J.S.A. 18A:12-21 et seq.) was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and
 WHEREAS, the School Ethics Commission has provided guidance in Public Advisory Opinion A03-98, regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and
 WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and
 WHEREAS, in keeping with the Legislative purpose as set forth in N.J.S.A.18A:12-22(a), the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;
 WHEREAS, N.J.A.C. 6A:23B-1.1 et. seq. requires that each board of education adopt a formal policy and procedures relating to travel and expense reimbursement for its employees and board members; and
 WHEREAS, the School District of the Morris Plains School District (the "Board") adopted a Travel Expense Reimbursement Policy that addresses the reimbursement of travel-related expenses by Board members and employees of the District; and
 WHEREAS, the Board has considered all other relevant guidelines and circulars associated with the adoption of its Travel Expense Reimbursement Policy; and
 WHEREAS, the Board has determined that the travel listed in this Resolution is educationally necessary and fiscally prudent; and
 WHEREAS, the Board has concluded that the travel and expense reimbursement listed in this Resolution are directly related to and within the scope of the employee's current responsibilities; and

WHEREAS, the Board has determined that the travel and expense reimbursements listed in this Resolution are for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, the Board has concluded that the travel and expense reimbursement listed in this Resolution are in compliance with State travel reimbursement guidelines as established by the Department of Treasury and incorporated herein;

PROFESSIONAL DEVELOPMENT- REQUESTS FOR BOARD OF EDUCATION APPROVAL*

Staff Member	Date	Workshop	Cost	Total
Mark Maire Amy Barkman Lindsay Vieira Shawna Longo Lucia Galdi	10/23/2017 - 10/26/2017 (Participants only staying one-two nights)	NJSBA Convention Atlantic City, New Jersey	Fee - \$1,500 (\$300 per person) Hotel - \$129.00/person/night (each person will need to pay \$29 +fees/night) Mileage - \$79.98/person Tolls – \$13.50/person Self-Parking - \$17.00 /person/day Meals - \$160.00 /person for 3 days or \$96/person for 2 days	\$3,892.40

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

10. Approval of Payment #3 to Belacon LLC

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves payment #3 to Belacon LLC for classroom lighting in the amount of \$245,776.16.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

11. Approval to Dispose of Outdated Technology

On the motion by of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves the disposal of outdated technology as per asset tag list.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

C. Policy - The following motion is of a routine nature, non-controversial, and will be voted on in one motion.

1. Approval of Updated Policies Prepared by New Jersey School Boards Association

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board adopts the following updated policy as prepared by New Jersey School Boards Association:

Series	Policy Number	Title
Business and Non Instructional Operations	3517	Security and Surveillance

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

D. Special Education. The following motions are of a routine nature, non-controversial, and will be voted on in one motion.

1. Approval Education Level 1 Services

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves Level 1 Services for student 001185 at a cost not to exceed \$1,900. Services provided by Commission for the Blind and Visually Impaired, 153 Halsey Road, Newark.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

2. Approval Out of District ESY:

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board approves Out of District ESY for student # 001197 at a cost not to exceed \$6,435. Services provided by Harbor Haven, 470 Prospect Avenue, West Orange

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

E. Superintendent's Anti-Bullying Report - *The following motion is of a routine nature, non-controversial, and will be voted on in one motion.*

1. Accept and Affirm the Superintendent's Anti-Bullying Report

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board accepts and affirms the Superintendent's monthly report of Harassment, Intimidation and Bullying.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

F. Donations - *The following motion is of a routine nature, non-controversial, and will be voted on in one motion.*

1. Accept a Donation from the Education Foundation of Morris Plains

On the motion of Mr. Kenneth Wilbur seconded by Dr. Denise Rawding, the Board accepts a donation from the Education Association of Morris Plains in the amount of \$2,059.00 to purchase an iMac Computer for the Digital Communication Studio for Borough School.

Mr. Scott Bober – absent	Mr. Adam Higgins - yes	Ms. Christina Perry - yes
Mr. Anthony Galdi - absent	Ms. Shawna Longo - yes	Dr. Denise Rawding - yes
Ms. Lucia Galdi – absent	Mrs. Maria Manley - absent	Mr. Kenneth Wilbur - yes

Discussion Items:

- **New Business** – Mr. Adam Higgins reported that the Summer Recreation Program did a great job at the play.
- **Old Business** - none

Hearing of Citizens and/or Delegations - none

Adjournment

On the motion of Mrs. Shawna Longo, seconded by Mr. Adam Higgins, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 7:12pm.

Motion carried by unanimous voice vote.

Respectfully submitted,



Ms. Amy M. Barkman
Board Secretary

