

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

1. **CALL TO ORDER**

Time: _____pm

2. **FLAG SALUTE**

3. **OPENING STATEMENT**

In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, P.L. 1975, this public body, the Hopatcong Board of Education hereby announces that The New Jersey Herald has been notified by mail that this Board of Education Regular meeting will take place in the Board Meeting room at the Administration Office of the Board of Education, Hopatcong, NJ, at 7:00 p.m. June 26, 2017.

4. **ROLL CALL**

__ Philip DiStefano	__Anthony Fasano	__Warren Gallagher
__Peter Karpiak	__Alex McLean	__Robert Nicholson
__Candice Smith	__Dr. Sarah Schindelar	__Carol Trumpore
__Dr. Joanne Mullane	__Carolyn B. Joseph	# of Public _____ Quorum - YES NO

5. **EXECUTIVE SESSION**

A motion will be made that the Hopatcong Board of Education will enter Executive Session to discuss personnel and attorney/client privilege, which are exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231, Open Public Meetings Act. Any discussions held by the Board which need not remain confidential will be made public when appropriate. Minutes of the Executive Session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at 7:00 p.m.

Motion to Return to Public Session

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____pm

6. **RECONVENE**

Motion to Reconvene

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____pm

7. **APPROVAL OF MINUTES**

Approval of the minutes of the following meetings, as reported by the Board Secretary and reviewed by the Board President and members of the Board:

- a. May 8, 2017 – Special Meeting – Personnel – Executive Session
- b. May 8, 2017 – Special Meeting - Personnel
- c. May 25, 2017 – Executive Session
- d. May 25, 2017 – Regular Meeting

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

Motion to approve 7a – 7d:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

__ P. DiStefano	__ A. Fasano	__ W. Gallagher	__ P. Karpiak	__ R. Nicholson
__ A. McLean	__ S. Schindelar	__ C. Smith	__ C. Trumpore	

8. ACKNOWLEDGMENTS/CORRESPONDENCE

- a. The following students were chosen as **Hopatcong High School's *Students of the Month*** for their outstanding performance in **May, 2017**:

Sierra Simon, Senior	Scholastics (Psychology)
Zariah Morman, Senior	Scholastics (Forensic Psychology)
Matthew Smith, Freshmen	Specialty Area (Concert Band)
Michael Gogick, Senior	Specialty Area (Introduction to CAD & Wood Sculpture)

- b. The following students were chosen as **Hopatcong High School's *Scholar Athletes of the Month*** for their outstanding performance in **May, 2017**:

Claudia Luca, Freshmen	Athletics (Girls Track)
Patrick Aufiero, Senior	Athletics (Boys Track)

- c. **Jaime Walker, John Rishchawy, and Elena Melekos** the Creative Design Team for their First Place Award in Marketing, Branding & Design by the NJ School Public Relations Association.

- d. Congratulations to the following students who are being recognized for earning perfect attendance for the 2015/2016 school year:

HUDSON MAXIM

Molly Jurgaitis	Kindergarten
Cayden Wood	1 st Grade

TULSA TRAIL

Caeden W.C. Ronda	2 nd Grade
Anthony Benson	3 rd Grade
Camrin J. Iberer	3 rd Grade
Ashlynn G. Loven	3 rd Grade
Adrian Morales	3 rd Grade

DURBAN AVENUE

Daniel Dykstra	4 th Grade
Emily Garrison	4 th Grade
Jack Luciani	4 th Grade
Brandon O'Mahoney	4 th Grade
Adrianna Pisano	4 th Grade
Mitchell Ryan	4 th Grade
Erika Dietz	5 th Grade
Jenna Fallon	5 th Grade
Sophia Garcia	5 th Grade
Steven George	5 th Grade
Ryan White	5 th Grade

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

MIDDLE SCHOOL

Taylor Fallon	6 th Grade
Mohamed Fofanah	6 th Grade
Lindsay A. Hand	6 th Grade
Aiden Iberer	6 th Grade
Jayson Morton	6 th Grade
Fiona Reed	6 th Grade
Kate Lynn Smith	6 th Grade
David Garcia	7 th Grade
Chloe O'Mahoney	7 th Grade
Matthew R. Palmer	7 th Grade

HIGH SCHOOL

Tyler Crowley	9 th Grade
Jessica L. Du	9 th Grade
Korina Hand	9 th Grade
Claudia Colby Luca	9 th Grade
Lauren Riker	9 th Grade
Isaiah J. Vizueta	9 th Grade
Alexander N. Wied	9 th Grade
Kyle T. Cinnamon	10 th Grade
Blake W. Corbett	10 th Grade
Jennifer L. Coulman	10 th Grade
Cristhian Interiano	10 th Grade
Furkan C. Peltek	10 th Grade
Skylar A. Dingman	11 th Grade

- e. Congratulations to the High School, Middle School and Durban Avenue school students for their High Honor and Honor Roll rankings for the fourth marking period.
- f. On June 6, 2017, the following Seniors were awarded Academic scholarships as noted below. Congratulations to all!!!

<u>Award</u>	<u>Recipient</u>
Superintendent's Roundtable Award	Kelly Maegerlein
Paula Mae Bandler "Smile" Scholarship	Marguerite Ellicott, Christopher Kaminski
Thank You for Your Service Award	Devin Bellotti, Dmitreus Cardines, Cameron Dinulos, Andrew Giordano, Dylan Hess, Aubrey McCarrick, Christopher Sanford
Robert Thomas Law Enforcement Scholarship	Siera Simon
Richard H. Hodson Award in Physics	Justin Feliciano
West Side Methodist Church Peacemakers Award	Alexa Yanko
Sussex County Scholar Athlete Award	Siera Simon
2017 Thomas B. Trudgeon Scholarship	Bart Yarosz
2017 Kevin Bartilotta Scholarship	Christian Mott

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

<u>Award</u>	<u>Recipient</u>
Gregory Pellingier Scholarship of the Arts	Caitlin Gartley, Michael Umholtz
Dr. A.R. Gianni & Dorothea R. Gianni Scholarships	Leeandra Mahabir, Nicole Schwarz
Hopatcong Day Plus Scholarship	Jodi Callaghan, Julia Owens, Rachel Fischer, Christopher Sanford, Samantha Serocke
Hopatcong Association of Principals and Supervisors Scholarship	Jodi Callaghan
Kristina Rose Threlkeld Memorial Scholarship	Nicole Schwarz
Barbara Carlon Character Award	Julia Owens
Michael Wills Memorial Scholarship	Sophia Milan
Lake Hopatcong Rotary Scholarship	Erin Ross, Nicole Schwarz, Mallory Vicedomini, Julia Owens, Siera Simon, Michael Umholtz
Hopatcong Women's Club Scholarship	Natalia Laskowska, Nicole Schwarz
Paul D. Pinsonault Memorial Foundation Scholarship	Michael Umholtz, Kristina Feeley, Sophia Tan
Hopatcong Fire Company #4 Robert Nowatnick & Robert Yates Scholarships	Siera Simon, Justin Feliciano
Kevin Natale Memorial Scholarship	Jillian Onstad
Kiwanis Club of Lenape Valley Scholarship	Michael Umholtz
Hopatcong Education Association Scholarship	Patrick Aufiero
Hopatcong High School's PTSO Scholarship	Liam Cook, Emilee Metzger, Christian Mott, Julia Owens, Nicole Rodick, Aaron Russo, Michael Umholtz, Mallory Vicedomini, Brianne Willis, Alexa Yanko
Hopatcong High School Chiefs Booster Club Scholarship	Julia Owens, Destinee Tor, Michael Umholtz, Mallory Vicedomini, Brianne Willis, Alexa Yanko, Emilee Metzger
JoAnn Bromirski-Lange Memorial Scholarship	Elisa Campos
John A. Hinlicky Memorial Scholarship	Kelly Maegerlein
Shop-Rite Awards – Personality & Common Sense, Community Service	Patrick Aufiero, Angel Holmes
Just Give Back Scholarship	Samantha Serocke
Highlighters Twirlers in Memory of Diane Lerman and Sandra Nicholas	Michael Umholtz
Hopatcong High School Drama Parents Association Scholarship	Michael Umholtz, Rhiannon Bender, Nicole Schwarz, Alejandra Flores

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

<u>Award</u>	<u>Recipient</u>
VFW Music Award	Nicole Schwarz
Creative Writing Award	Rhiannon Bender
National Honor Society Award	Angel Holmes
National Honor Society Service Award	Michael Umholtz
Alyssa Ruggieri Memorial Scholarship	Kelly Maegerlein
Student Council Leadership Award	Anthony Melillo
Hopatcong Jaycees/Mike Juskus Olympic Scholarship	Michael Hon
The “Blummer” Award	James O’Brien
Hopatcong Republican Club Scholarship	Michael Umholtz, Siera Simon
Hopatcong Warriors Scholarships – Cheerleading & Football	Samantha Serocke, Destinee Tor, Bart Yarosz, Christopher Sanford
Byram Bus Scholarship	Cameron Dinulos
Class of 2017 Yearbook Dedication	Ms. Christine Kalemba
Class of 2017 Teacher of Excellence Award	Mr. Jon Rischawy

9. SUPERINTENDENT’S REPORT AND HIB REPORT

- a. Superintendent’s Report – **Dr. Joanne Mullane**
- b. Presentation – **Danica Berchin (Freshman)** – Danica’s design theme, was chosen as the theme for a tile mural replicating the tile memorial at the US Holocaust Museum in Washington, DC. This project was the result of the incorporation of Project Based Learning, Arts Integration and Chromebooks in the classroom.
- c. Presentation of each school’s activities:
 - 1) High School –Liaisons: **Michael Umholtz, Dontese Cocchio, Kelly Maegerlein, Sierra Simon**
 - 2) Middle School – Liaisons: **Alex McLean, Shannon O’Sullivan**
 - 3) Durban Avenue- **Tracey Hensz, Principal**
 - 4) Tulsa Trail – Brian Byrne, **Principal**
 - 5) Hudson Maxim School – **Katherine McFadden, Principal**
- d. A second reading and approval of the Superintendent’s HIB Report for May, 2017 as presented to the Board at the Regular meeting on May 25, 2017. Approval of the HIB report for June, 2017 for first reading and review.

Motion to approve Superintendent’s HIB report 9d:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

Roll Call Vote

__ P. DiStefano	__ A. Fasano	__ W. Gallagher	__ P. Karpiak
__ A. McLean	__ S. Schindelar	__ C. Smith	__ R. Nicholson

10. COMMITTEE REPORTS

- a. Curriculum, Technology, Special Education – **Chairperson, Candice Smith**
- b. Community Relations – **Chairperson, Warren Gallagher III**
- c. Finance, Facilities, Transportation - **Chairperson, Carol Trumpore**
- d. Policy and Legislation – **Chairperson, Phil DiStefano**
- e. Negotiations – **Chairperson, Rob Nicholson**
- f. Personnel – **Chairperson, Peter Karpiak**
- g. High School HHSPTSO – **Karen Solimando, President**
- h. Middle School PTO – **Kelly Csengeto, President**
- i. Elementary PTO – **Jennifer Caban**

Motion to accept Committee reports 10a-10i:

(ACTION) Motion by _____, seconded by _____

All in favor _____

11. PUBLIC COMMENT – AGENDA ITEMS ONLY

12. FINANCE

Approval of the following finance items, **12a-12o**, as recommended by the Superintendent of Schools and the Finance Committee of the Board:

- a. Approval of bills for the General Fund and Special Revenue (Grants) account , May 25, 2017 through June 26, 2017, in the following amount:

General Fund and Special Revenue (Grants) account	-	\$843,094.83
Cafeteria account	-	\$ 62,860.12
- b. Approval of Regular bills for May 25th to June 26th for the SCRT Cooperative Operating Account, in the amount of \$276,838.16.
- c. Approval of Bus Contractor bills for July 14th for the SCRT Cooperative Operating Account, in the amount of \$3,361,147.73.
- d. Approval of the Transfer Reports for the months of April and May 2017.
- e. Approval of the Board Secretary’s Reports for the months of April and May 2017.
- f. Approval of the Treasurer’s Reports for the months of April and May 2017.
- g. Approval of the certification by the Board Secretary pursuant to N.J.A.C. that no budgetary line item has been overexpended in the 2016-2017 budget in violation of N.J.A.C. 6:202.12(a).

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

- h. Approval to accept the Funding Allocation and apply for the IDEA-B grant for Fiscal Year 2018:

Grant	\$ Allocation
IDEA Basic	\$549,266
IDEA Preschool	\$19,814
IDEA Total	\$596,080

- i. Approval for submission of the IDEA-B Fiscal Year 2018 grant.
- j. Approval of Educational Data Service, Inc. as a vendor for purchases of supplies for the 2017/2018 school year.
- k. Approval of the following resolution at the recommendation of the Superintendent:

WHEREAS, the Hopatcong Board of Education (“Board”) has determined to enter into a settlement with the Hopatcong Education Association (“HEA”) and Employee No. 80201 to resolve a dispute;

WHEREAS, the HEA and Employee No. 80201 executed a Settlement Agreement with the Board on April 24, 2017;

NOW THEREFORE BE IT RESOLVED, by the Board that, the Board approves the Settlement agreement between the Board and the HEA and Employee No. 80201;

BE IT FURTHER RESOLVED, that the Board approves and authorizes payment of the agreed-upon settlement amount to Employee No. 80201.

- l. Approval of Cross Roads Pavement and Maintenance, Nutley, NJ, for paving of the Hilltop roadway in the amount of \$34,000. (3 quotes were obtained).
- m. Approval to accept the proposal from PCG, Princeton, NJ to execute an Operational Efficiency Audit for the amount of \$146,000 plus travel expenses to commence June 27, 2017.
- n. Approval of the authorization to Transfer Funds to the Capital Reserve:

WHEREAS, N.J.S.A. 18A:21-2, N.J.S.A. 18A:7G-31, and N.J.S.A. 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

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

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

WHEREAS, the Hopatcong Board of Education wishes to transfer an amount not to exceed \$500,000 unanticipated excess current year revenue or unexpended appropriations from the general fund into the Capital Reserve account.

NOW THEREFORE BE IT RESOLVED by the Hopatcong Board of Education that it hereby authorizes the district’s School Business Administrator to make these transfers consistent with all applicable laws and regulations.

- o. Approval to continue the services of the following vendors as needed for the 2017/2018 school year:

Vendor
Accurate Pest Control
Tulpenhocken Mountain Spring Water
Action Elevator
Adam’s Fire Protection
Reliable Plumbing
The Heating Man
Johnny Dee’s Glass

- p. Approval to continue the services of the following agencies and vendors as needed for the 2017/2018 school year:

Agency/Vendor
Applied Behavioral Consulting, LLC – ABA and behavioral consulting – professional development
Arc of NJ, Inc – vocational services
Atlantic Private Care Services – nursing services
Dr. Dale M. Jacobs – neuropsychiatric evaluation
Dr. Norman Ladov – Psychiatrist & nuerology
Dr. Sanjeevani Jain, MD - Psychiatrist
J & B Therapy, LLC – OT services
Judith Wolff – CPR Instructor
Phonak Hearing Systems – FM systems
Summit Speech School – Audiology consultation services

- q. Approval to hire Anthony Gianforcaro, architect, to assist with the development of the Tulsa Trail Makerspace.

- r. Approval to award the following bids:

1. **Loudspeaker Paging System and Emergency Notification Solution**
E.Comm Technologies Inc. Fairfield, NJ (Attorney approved).....\$56,490
 (no other bidder)

2. **ERC 60 MIL-EPDM Wind Vented Roof System with 25 year warranty**
Kraft Roofing, Vernon, NJ (Attorney approved)..... \$286,025
 Multi Roof Maintenance.....\$329,000

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

Motion to approve Finance 12a-12r:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

				Roll Call Vote
___ P. DiStefano	___ A. Fasano	___ W. Gallagher	___ P. Karpiak	___ R. Nicholson
___ A. McLean	___ S. Schindelar	___ C. Smith	___ C. Trumfore	

13. PERSONNEL

Approval of the following personnel items **13a-13cc**, as recommended by the Superintendent of Schools and the Personnel Committee of the Board:

- a. **NOW, THEREFORE BE IT RESOLVED**, that the Board approves a contract, pending recommendation by the Executive County Superintendent and approval by the Commissioner of Education, for the position of Acting Superintendent for Dr. Joanne Mullane, who shall serve in the role of Acting Superintendent until such time as the current Superintendent, Cynthia Randina, returns from medical leave, or the Board takes further action.
- b. Approval of the resignation, with regret, of **Jeffrey Ryder**, from his position as a Social Studies Teacher at Hopatcong High School, for the purpose of retirement, at an annual salary of \$93,385, effective November 1, 2017. Mr. Ryder has served the district for 32 years.
- c. Approval of the resignation, with regret, of **Francine Remaly**, from her position as School Library Media Specialist at Hopatcong Middle and High Schools, for the purpose of retirement, at an annual salary of \$85,635, effective July 1, 2017. Ms. Remaly has served the district for 17 years.
- d. Approval of the resignation, with regret, of **Susan Justus**, from her position as Paraprofessional at Durban Avenue School, for the purpose of retirement, at an annual salary of \$19,112, effective July 1, 2017. Ms. Justus has served the district for 31 years.
- e. Approval of the resignation, with regret, of **Rosemarie Iannuzzi**, from her position as Paraprofessional at Durban Avenue School, at an annual salary of \$12,131, effective June 22, 2017. Ms. Iannuzzi has served the district for 8 years.
- f. Approval of the resignation, with regret, of **Ruth Mayegayeg**, from her position as Paraprofessional at Hudson Maxim School, at an annual salary of \$12,910, effective June 1, 2017.
- g. Approval of the following **transfer recommendation** based on staffing needs for the 2016-2017 school year:

NAME	TRANSFER FROM	TRANSFER TO	EFFECTIVE
Pamela Brennan	Secondary Academic Coach	HS Special Education/Secondary Academic Coach	June 5, 2017

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

- h. Approval of merit pay for the 2016-2017 school year for the following HOPA Secretary staff members, based upon successful evaluations:

Name	Title	Merit Pay
Annett, Donna	Secretary to the HS Principal	\$1,020
Fischer, Michelle	Facilities Secretary	\$850
Galfo, Mary Beth	Xerox Services	\$856
Gates, Deborah	Secretary to the MS Principal	\$1,020
Gordon Sant, Melissa	Secretary to the Athletic Director	\$972
Grieco, Annette	Secretary to the Durban Avenue Principal	\$936
Juskus, Brittany	Secretary to the HS Assistant Principal	\$847
Kincaid, Melissa	Curriculum Secretary	\$922
Marrazzo, Ana	Secretary to the Hudson Maxim Principal	\$936
Melekos, Elena	Secretary to the Director of Guidance	\$850
O'Hare, Maureen	Secretary to the Tulsa Trail Principal	\$922
Schwab, Katie	Curriculum Secretary	\$510
Smith, Lynne	CST Secretary	\$1,003
Tappan, Linda	Secretary to the MS Assistant Principal	\$868
Wilcock, Mary Anne	CST Secretary	\$958
Yanko, Stacey	High School Guidance Secretary	\$850

- i. Approval of merit pay for the 2016-2017 school year for the following Confidential staff members, based upon successful evaluations:

Name	Title	Merit Pay
Bisignani, Kyle	Lead Technologist	\$2,000
DeBoer, Dawn	Assistant to the Superintendent/HR	\$2,000
Fiorella, Holly	Admin Assistant to the Superintendent	\$2,000
Mulholland, John Paul	Technologist	\$1,000
Reyes, Ronald	Technologist	\$750
Roe, Mary Anne	Transportation Coordinator	\$2,000
Schwab, Kathy	Payroll/Benefits Coordinator	\$2,000
Talmadge, Tracey	Assistant to the Business Administrator	\$500
Ward, Kathy	Secretary to the Business Administrator	\$2,000

- j. Approval of the following 2016-2017 Coaches for the Hopatcong High School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Traci Duffy	Resign	Head Boys Tennis Coach	B	4	\$5,034	9/1/2016	6/30/2017
Heather DelBagno	Resign	Assistant Boys Tennis Coach	B	4	\$3,287	9/1/2016	6/30/2017
Heather DelBagno	Appoint	Head Boys Tennis Coach	B	4	\$5,034	9/1/2016	6/30/2017

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

- k. Approval of the following 2016-2017 Advisors for the Hopatcong High School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Brook Ganguzza	Resign	Spring Weight Room	--	--	\$1,100	9/1/2016	6/30/2017
Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Gary Andolena	Appoint	Spring Weight Room	--	--	\$1,100	9/1/2016	6/30/2017

- l. Approval of the request of **Kristine Mendyk** for a Maternity Leave of Absence from her position as an Academic Skills Teacher of 40 Sick Days during the period of September 5, 2017 to October 31, 2017, followed by New Jersey Family Leave of Absence/Federal Leave of Absence for the period of November 1, 2017 to December 31, 2017.

- m. Approval of the 2017-18 Employment Contract for **Neil Piro**, Facilities Supervisor.

- n. Approval of the employment of **Theresa Trivento** as Personal Nurse at a salary of \$48,421 effective September 1, 2017.

- o. Approval of the employment of **Mary Dinnocenzo** as Learning Disabilities Teacher Consultant at a salary of \$69,415 based upon the 2017/2018 Salary Guide Level MA/Step 12, effective September 1, 2017.

- p. Approval of the employment of **Christine Hjorth** as Grade 1 Teacher at a salary of \$58,983 based upon the 2017/2018 Salary Guide Level BA+15/Step 6, effective September 1, 2017.

- q. Approval of the employment of **Amanda Lentino** as 0.4 Psychology Teacher at a salary of \$25,053 based upon the 2017/2018 Salary Guide Level MA/Step 3, effective September 1, 2017.

- r. Approval of **Victor Jimenez** as Summer Technology Assistant at the salary of \$16.00 per hour for 6 hours per day, 4 days per week, Monday-Thursday from July 10, 2017 to August 31, 2017.

- s. **Extended School Year Programs**

NOTE: Programs and staffing recommendations are made in order to remain in compliance with N.J.A.C. 6A: 14 (Special Education Code).

Secondary Learning/Language Disabled (LLD) Program

.....July 5th through August 10th, Monday through Thursday, 4 ½ hours per day

- Aide: Anna Hancock \$1,089.00

K & 1st grade Learning/Language Disabled (LLD) Programs

.....July 5th through July 27th, Monday through Thursday, 5 ½ hours per day

- Teacher: Deborah Kranz \$2,695.00

- t. Approval of the following for 2017-2018 Title I Summer Program to be paid \$35.00 per hour for a total of twenty-two (22) hours per week, from July 5, 2017 to July 27, 2017:

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

Name	Assignment
DeMetro, Dana,	Grade 1
Rowbotham, Melanie	Kindergarten

- u. Approval of the employment of the following teachers as ESI Screening teachers for Hudson Maxim School for the months of July and August 2017, on an as needed basis:

Melanie Rowbotham

Jennifer Bisignani

Mary Nee

- v. Approval of the employment of **Kenneth Olsen** as Credit Recovery Advisor for the Summer Acellus Program during the period of June 22, 2017 to August 31, 2017 at an hourly rate of \$35 per hour, not to exceed a total of \$1,800.

- w. Approval of the employment of the following teachers as Camp Innovate personnel for Camp Innovate 2017 during the months of July and August 2017:

Name	Position	Total Weeks	Days Per Week	Hours Per Day	Pay Per Hour	Total Approved
Donna Cerrato	Literacy Instructor	6	4	5	\$35	\$4,200
Norman Sutton	Literacy Instructor	6	4	5	\$35	\$4,200
Stephanie Martinez	Lead Teacher	6	4	5	\$28	\$3,360
Kelly Colonna	21 st Century Educator	6	4	5	\$35	\$4,200
Craig Vallaro	21 st Century Educator	6	4	5	\$35	\$4,200
Dorothe Stauffer	Module Teacher	4	4	5	\$35	\$2,800
Danielle Ferrara	Module Teacher	3	4	5	\$35	\$2,100
Kellie Kontozoglus	Module Teacher	3	4	5	\$35	\$2,100
Kimberly Boucher	Module Teacher	2	4	5	\$35	\$1,400
Susan Hill	Module Teacher	2	4	5	\$35	\$1,400
Nancy Drury	Module Teacher	2	4	5	\$35	\$1,400
Michelle Tumminelli	Module Teacher	2	4	5	\$35	\$1,400
Martina Villani	Module Teacher	1	4	5	\$35	\$700
Sharon Haggerty	Module Teacher	1	4	5	\$35	\$700
Joanne Carr	Module Teacher	1	4	5	\$35	\$700
Peter Oesen	Module Teacher	1	4	5	\$35	\$700
Jamie Douglas	Module Teacher	1	4	5	\$35	\$700
Jennifer Neu	Module Teacher	1	4	5	\$35	\$700

- x. Approval of the Fall 2017-2018 Athletic Coaches for the Hopatcong High School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Mike Moschella	Appoint	Head Football Coach	A	4	\$7,712.00	7/1/2017	6/30/2018
Gary Andolena	Appoint	Asst. Football Coach	A	4	\$5,034.00	7/1/2017	6/30/2018
Kevin Malkin	Appoint	Asst. Football Coach	A	4	\$5,034.00	7/1/2017	6/30/2018
Joseph Moschella	Appoint	Asst. Football Coach	A	2	\$3,666.00	7/1/2017	6/30/2018
Mike Landshof	Appoint	Asst. Football Coach	A	4	\$5,034.00	7/1/2017	6/30/2018
John Marx	Appoint	Asst. Football Coach	A	1	\$3,187.00	7/1/2017	6/30/2018
Brook Ganguzza	Appoint	Head Boys Soccer Coach	A	4	\$7,712.00	7/1/2017	6/30/2018

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

Toby Richards	Appoint	Asst. Boys Soccer Coach	A	4	\$5,034.00	7/1/2017	6/30/2018
Wilson Cusano	Appoint	Head Girls Soccer Coach	A	4	\$7,712.00	7/1/2017	6/30/2018
Katerina Visha	Appoint	Asst. Girls Soccer Coach	A	4	\$5,034.00	7/1/2017	6/30/2018
Jennifer Dixon	Appoint	Head Fall Cheerleading Coach	B	4	\$5,034.00	7/1/2017	6/30/2018
Jill Vicedomini	Appoint	Asst. Fall Cheerleading Coach	B	4	\$3,287.00	7/1/2017	6/30/2018
Hayley Vicedomini	Appoint	Asst. Fall Cheerleading Coach	B	2	\$2,383.00	7/1/2017	6/30/2018
Traci Duffy	Appoint	Head Girls Tennis Coach	B	4	\$5,034.00	7/1/2017	6/30/2018
Heather DelBagno	Appoint	Asst. Girls Tennis Coach	B	4	\$3,287.00	7/1/2017	6/30/2018
Pete Oesen	Appoint	Head Cross Country Coach	A	4	\$7,712.00	7/1/2017	6/30/2018
Jamie Douglas	Appoint	Asst. Cross Country Coach	A	4	\$5,034.00	7/1/2017	6/30/2018
Kurt Zimmermann	Appoint	Head Marching Band	B	4	\$5,034.00	7/1/2017	6/30/2018
Fred Moreno	Appoint	Drill Team	B	4	\$3,287.00	7/1/2017	6/30/2018

y. Approval of the following teachers to perform summer curriculum work beginning July 1, 2017:

Subject	New Course or Update	Estimated Hours	Provider	Total cost to the district
Kindergarten Writer's Workshop	New	20	Melanie Rowbotham	\$560
Grade 1 Writer's Workshop	New	10	Dana DeMetro	\$280
Grade 1 Writer's Workshop	New	10	Kelly Colonna	\$280
Grade 5 Writer's Workshop	New	10	Melissa Dean	\$280
Grade 5 Writer's Workshop	New	10	Lindsey Amelio	\$280
Grade 6 ELA	Update	5	Joanne Canizaro	\$140
Grade 6 ELA	Update	5	Candice Kouris	\$140
Grade 7 ELA	Update	10	Barbara Parichuk	\$280
Grade 8 ELA	Update	5	McKenzie Norris	\$140
Grade 8 ELA	Update	5	Pamela Brennan	\$140
English 3 AP	New	20	Christine Kalembe	\$560
English 4 AP	New	20	Christine Kalembe	\$560
Kindergarten Science	New	20	Melanie Rowbotham	\$560
Grade 1 Science	New	10	Dana DeMetro	\$280
Grade 1 Science	New	10	Kelly Colonna	\$280
Grade 2 Science	New	10	Emily Minervini	\$280

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

Subject	New Course or Update	Estimated Hours	Provider	Total cost to the district
Grade 2 Science	New	10	Audra Bauer	\$280
Grade 3 Science	New	20	Christina Munoz	\$560
Grade 4 Science	New	20	Carmela Catizone	\$560
Grade 5 Science	New	20	Chrisitna Munoz	\$560
Grade 6 Earth and Space Science	New	20	Eric Shramko	\$560
Grade 7 Physical Science	New	20	Leeanne Juliano	\$560
Grade 8 Life Science	Update	10	Mary Burns	\$280
HS Biology CP	Update	5	Joanne Carr	\$140
HS Biology CP	Update	5	Peter Oesen	\$140
HS Chemistry in the Community CP	New	20	Stephanie Martinez	\$560
HS Physics Essentials (LLD)	New	20	Michael Batche	\$560
Grade 7 Advanced Math	New	20	James McKowen	\$560
Grade 7 Math	Update	10	James McKowen	\$280
Grade 8 Math	Update	10	Richard Anderson	\$280
AP Calculus BC	New	20	Michael Landshof	\$560
HS Intro to Computer Science	New	20	Victor Jimenez	\$560

- z. Approval of the following 2017 Summer/Seasonal employees to be chosen as replacements and/or substitutes in the Facilities Department:

<u>Last Name</u>	<u>First Name</u>	<u>Pay</u>
Benfatti	Cole	\$8.44
Cook	Ryan	\$8.44
Cuthis	Dylan	\$11.00
Gaccione	Michael	\$8.44
Mueller	Kurt	\$11.00
Nelson	Jessie	\$11.00
Raff	Megan	\$11.00
Solimando	Dominic	\$11.00
Stewart	Francesca	\$11.00
Ward	Thomas	\$11.00
Walton	Brooke	\$8.44

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

- aa. Approval for the following Education students to conduct a field experience in the Hopatcong School District during the 2017-2018 school year:

Student Name	Semester	University	Experience	School	Cooperating Staff Member
Michael Scanelli	Fall 2017	Kutztown Univ	600 hr. internship	District Wide	Ms. Shuffenhauer
Jennifer Panetta	Fall 2017	Centenary Univ.	600 hr. internship	High School	Ms. Padula
Sophie Kohler	Fall 2017	Caldwell Univ	300 hr. internship	Hudson Maxim	Ms. Schuffenhauer
Lauryn Neary	Fall 2017	Centenary Univ.	Field placement	Durban Ave.	Ms. Moschella
Stephanie Martinez	Summer 2017 Fall 2017	University of Scranton	Practicum Experience	High School	Mr. Benfatti/ Dr. Mullane

- bb. Approval of the renewal of all substitutes currently active on the Aesop Substitute List and approval of the substitute pay scale.

- cc. Approval of **substitute teachers, custodians and van drivers**, as per the substitute list.

Motion to approve Personnel 13a-13cc:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

<input type="checkbox"/> P. DiStefano	<input type="checkbox"/> A. Fasano	<input type="checkbox"/> W. Gallagher	<input type="checkbox"/> P. Karpiak	<input type="checkbox"/> R. Nicholson
<input type="checkbox"/> A. McLean	<input type="checkbox"/> S. Schindelar	<input type="checkbox"/> C. Smith	<input type="checkbox"/> C. Trumpore	

14. STUDENTS & SERVICES

Approval of the following Students and Services items, **14a – 14h**, as recommended by the Superintendent of Schools and the Curriculum/Technology/Special Education Committee of the Board:

- a. Approval for educational instruction services for **Student No. 412021** for up to 5 hours per week beginning May 24, 2017. Instruction will be provided by St. Clare’s Hospital at a rate of \$55.00 per hour.
- b. Approval for an out of district placement at Northern Hills Academy for **Student No. 999017**. The pro-rated tuition, aide and additional therapies for the remainder of the 2016/2017 school year is \$12,607.32.
- c. Approval for home instruction services for **Student No. 11116** for up to 10 hours per week beginning May 17, 2017. It is anticipated this will be through June 21, 2017. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour.
- d. Approval for educational instruction services for **Student No. 11702** for up to 5 hours per week beginning June 9, 2017. Instruction will be provided by St. Clare’s Hospital at the rate of \$55.00 per hour.

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

- e. Approval to continue to use **Susan Milovich** and **JoAnne Flexser** as home instruction tutors for the 2017/2018 school year at the Board approved rate of \$35.00 per hour on an as needed basis.
- f. Approval to continue to use all Hopatcong Certificated Staff as home instruction tutors for the 2017/2018 school year at the Board approved rate or \$35.00 per hour on an as needed basis.
- g. Approval for the following out of district 2017 Extended School Year Programs:

OOD School	Student ID #	Duration	Tentative Tuition Rate	Aide (if required)
Burlington Cty Special Ed	11207	7/5/17-8/1/17	3,700.00	
DCCF-Limitless	11327	7/10/17-8/9/17	5,425.00	2,250.00
DCCF-Limitless	411931	7/10/17-8/9/17	5,425.00	2,250.00
DCCF-Limitless	13700	7/10/17-8/9/17	5,425.00	
Glenview Academy	11837	7/10/17-8/18/17	10,652.10	
Harbor Haven	12031	6/27/17-8/11/17	8,950.00	
Midland School	11942	7/5/17-8/15/17	9683.70	
Montgomery Academy	406919	7/3/17-7/31/17	6,841.40	
New Beginnings	411965	7/10/17-8/18/17	10,141.50	5,400.00
Roxbury Bd of Ed-Eisenhower Middle School	12591	7/5/17-8/8/17	5,352.25	
Roxbury Bd of Ed- High School	10643	7/5/17-8/8/17	6,995.70	
Roxbury Bd of Ed- High School	13821	7/5/17-8/8/17	6,995.70	
Shepard School	11953	7/5/17-8/15/17	9,075.00	
Shepard School	13492	7/5/17-8/15/17	8,613.90	
SCEC-Northern Hills Academy	11977	7/5/17-8/15/17	9,395.00	
SCEC-Northern Hills Academy	13516	7/5/17-8/15/17	9,395.00	
SCEC-Northern Hills Academy	999017	7/5/17-8/15/17	9,395.00	5,085.64
SCEC-Northern Hills Academy	13542	7/5/17-8/15/17	9,395.00	1,695.22

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room
June 26, 2017

SCEC-Northern Hills Academy	412021	7/5/17-8/15/17	9,395.00	
Windsor Learning Center	116260	7/5/17-8/15/17	9,150.00	

h. Approval of the field trip requests, as required by the New Jersey Department of Education.

Motion to approve Students and Services 14a – 14h:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

<input type="checkbox"/> P. DiStefano	<input type="checkbox"/> A. Fasano	<input type="checkbox"/> W. Gallagher	<input type="checkbox"/> P. Karpiak	<input type="checkbox"/> R. Nicholson
<input type="checkbox"/> A. McLean	<input type="checkbox"/> S. Schindelar	<input type="checkbox"/> C. Smith	<input type="checkbox"/> C. Trumpore	

15. CURRICULUM

Approval of the following item, **15a and 15b**, as recommended by the Superintendent of Schools and the Curriculum/Technology/Special Education Committee of the Board:

- a.** Approval of the NJDOE Bilingual/ESL Three-year Program Plan which is a mandatory document for the NJDOE. It outlines district compliance and program data.
- b.** Approval of the use of Hopatcong Football equipment, specifically shoulder pads and helmets, during the Hopatcong High School Football team’s attendance at the National Wing-T Camp at Roxbury High School from June 27 through June 29, 2017.

Motion to approve Curriculum 15a – 15b:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

<input type="checkbox"/> P. DiStefano	<input type="checkbox"/> A. Fasano	<input type="checkbox"/> W. Gallagher	<input type="checkbox"/> P. Karpiak	<input type="checkbox"/> R. Nicholson
<input type="checkbox"/> A. McLean	<input type="checkbox"/> S. Schindelar	<input type="checkbox"/> C. Smith	<input type="checkbox"/> C. Trumpore	

16. TRAVEL

Resolved, that the Hopatcong Board of Education approve travel costs as related in this resolution, which are educationally necessary and fiscally prudent and are related to and within the scope of the employee’s current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursements listed in this resolution are in compliance with the state travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1. seq.

Motion to approve Trave in the amount of \$853.73:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

<input type="checkbox"/> P. DiStefano	<input type="checkbox"/> A. Fasano	<input type="checkbox"/> W. Gallagher	<input type="checkbox"/> P. Karpiak	<input type="checkbox"/> R. Nicholson
<input type="checkbox"/> A. McLean	<input type="checkbox"/> S. Schindelar	<input type="checkbox"/> C. Smith	<input type="checkbox"/> C. Trumpore	

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room
June 26, 2017

17. POLICIES & REGULATIONS

- a. Approval of modifications and additions to the policies and regulations of the Hopatcong Board of Education in accordance with statutory and regulatory changes for approval, as revised, for **FIRST READING**:

<u>Policy #</u>	<u>Title</u>
P 1240	<i>Evaluation of Superintendent (M) (Revised)</i>
P 3126	<i>District Mentoring Program (Recommended, Revised)</i>
P 3221	<i>Evaluation of Teachers (M) (Revised)</i>
P 3222	<i>Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)</i>
P 3223	<i>Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (M) (Revised)</i>
P 3224	<i>Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)</i>

<u>Regulation #</u>	<u>Title</u>
R 1240	<i>Evaluation of Superintendent (M) (Revised)</i>
R 3126	<i>District Mentoring Program (Recommended, Revised)</i>
R 3221	<i>Evaluation of Teachers (M) (Revised)</i>
R 3222	<i>Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)</i>
R 3223	<i>Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)</i>
R 3224	<i>Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)</i>

- b. Approval of modifications and additions to the policies and regulations of the Hopatcong Board of Education in accordance with statutory and regulatory changes for approval, as revised, for **SECOND READING**:

<u>Bylaw #</u>	<u>Title</u>
0000.02	<i>The Introduction Bylaw (M) (Revised)</i>

Motion to approve Policies and Regulations 17a - 17b:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

__ P. DiStefano	__ A. Fasano	__ W. Gallagher	__ P. Karpiak	__ R. Nicholson
__ A. McLean	__ S. Schindelar	__ C. Smith	__ C. Trumpore	

19. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **19a-19u**, at the recommendation of the Superintendent:

- a. The Superintendent recommends the *approval* of the following district(s) as a new member(s) of the Transportation Cooperative for the 2017-18 school year as listed on Exhibit A:
- | | |
|--------------------------------------|--------------------------------------|
| 1) Union Twsp BOE (Hunterdon Cty) | 2) Jamesburg BOE |
| 3) N.Warren Reg High School District | 4) Lenape Regional HSD (Shamong, NJ) |

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

- b. The Superintendent recommends the *acceptance* of student transportation quotations for Special Education Routes for the 2016-17 school year as listed on Exhibit A.
- c. The Superintendent recommends the *award* of student transportation contracts for quoted Special Education Routes to the lowest responsible and responsive bus contractor companies for the 2016-17 school year as listed on Exhibit A.
- d. The Superintendent recommends the *acceptance* of student transportation quotations for Athletic/Class/Field Trips for the 2016-17 school year as listed on Exhibit A.
- e. The Superintendent recommends the *award* of student transportation contracts for quoted Athletic/Class/Field Trips to the lowest responsible and responsive bus contractor companies for the 2016-17 school year as listed on Exhibit A.
- f. The Superintendent recommends the *acceptance* and *approval* of Addendums to the routes for the 2016-17 school year as listed on Exhibit A.
- g. The Superintendent recommends the *acceptance* of student transportation bids submitted on May 30th for Special Education Routes for the 2016-17 school year as listed on Exhibit A.
- h. The Superintendent recommends the *rejection* of non-compliant student transportation bids submitted on May 30th for Special Education Routes for the 2016-17 school year as listed on Exhibit A.
- i. The Superintendent recommends the *award* of student transportation contracts to the lowest responsible and responsive bus contractor company bidders for the May 30th Special Education Routes for the 2016-17 school year as listed on Exhibit A.
- j. The Superintendent recommends the *acceptance* of student transportation bids submitted on May 31st for Special Education Routes for the 2016-17 school year as listed on Exhibit A.
- k. The Superintendent recommends the *rejection* of non-compliant student transportation bids submitted on May 31st for Special Education Routes for the 2016-17 school year as listed on Exhibit A.
- l. The Superintendent recommends the *award* of student transportation contracts to the lowest responsible and responsive bus contractor company bidders for the May 31st Special Education Routes for the 2016-17 school year as listed on Exhibit A.
- m. The Superintendent recommends the *award* of a non-public student transportation route for Reverend Brown/Pope John/Hilltop/Veritas for the 2016-17 school year as listed on Exhibit A.

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

- n. The Superintendent recommends the approval of a Joint Transportation Agreement (HPS-1210) with High Point Regional HSD going to Chapel Hill Academy from 5/23 to 6/30/17 for a joiner cost of \$2,451.20 as listed on Exhibit A.
- o. The Superintendent recommends the *renewal* of Route E-175 going to Lamberts Mills Academy for the 2016-17 school year as listed on Exhibit A.
- p. The Superintendent recommends the *employment* of Bus Drivers and Attendants for the 2017 Summer Extended School Year at the hourly rates listed on Exhibit A.
- q. The Superintendent recommends the *approval* of employment contracts for and the *appointment* of Sussex Cooperative Office staff at the annual salary rates for the 2017-18 school year as listed on Exhibit A.
- r. The Superintendent recommends the *approval* of employment contracts for Bus Drivers and Attendants for the 2017-18 school year (Sept – June) at the hourly rates as listed on Exhibit A.
- s. The Superintendent recommends the *approval* of the May 26th to June 26th Regular Bills & Claims List for the SCRT Cooperative Operating Account, in the amount of \$276,838.16. (For normal recurring items: cell phones, vehicle leases, office supplies, vehicle parts & repairs, etc.)
- t. The Superintendent recommends the *approval* of the July 14th Bus Contractor Bill List for the SCRT Cooperative Operating Account, in the amount of \$3,361,147.73. (For bus contractor payment of services rendered in May and June – checks to be released on Friday, July 14th.)
- u. The Superintendent and Director of Transportation recommend the *adoption* of the following resolution pertaining to F&A Transportation of Glen Ridge, New Jersey:

RESOLUTION

WHEREAS, N.J.S.A. 18A:18A-4 allows the Hopatcong Board of Education ("Board") to disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the Board finds that it has had prior negative experience with the bidder within the past 10 years; and

WHEREAS, N.J.S.A. 18A:18A-4 defines prior negative experience as, among other things, the bidder defaulting on a contract that required the Board to utilize the services of another contractor to perform the services or to complete the contract; and

WHEREAS, during the 2016-17 school year, the Board, through the Sussex County Regional Transportation Cooperative ("SCRTC"), contracted with F&A Transportation ("F&A") to provide transportation services; and

HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

June 26, 2017

WHEREAS, F&A defaulted on the contract with the Board, leading to the Board terminating the contract and contracting with others contractors to complete the services; and

WHEREAS, the Board, through the Board Attorney, provided F&A with written notice that: (1) the Board is considering disqualifying F&A; (2) the reasons for disqualification; and (3) that F&A has the right to a hearing before the Board; and

WHEREAS, upon review of the reasons for the disqualification outlined in the written notice provided to F&A, the Board finds that it is in the best interest of the Hopatcong School District and SCRTC to disqualify F&A from being awarded contracts with the Board or SCRTC for a period of five years; and

NOW THEREFORE BE IT RESOLVED that, after due consideration and for the reasons set forth above, the Board finds that F&A Transportation is hereby disqualified from being awarded contracts with the Board or SCRTC for a period of five years pursuant to *N.J.S.A. 18A:18A-4*.

Motion to approve items 19a –19u:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

<input type="checkbox"/> P. DiStefano	<input type="checkbox"/> A. Fasano	<input type="checkbox"/> W. Gallagher	<input type="checkbox"/> P. Karpiak	<input type="checkbox"/> R. Nicholson
<input type="checkbox"/> A. McLean	<input type="checkbox"/> S. Schindelar	<input type="checkbox"/> C. Smith	<input type="checkbox"/> C. Trumpore	

20. PUBLIC COMMENT – GENERAL DISCUSSION

21. BOARD OF EDUCATION - MEMBER COMMENTS

- A Special Meeting on July 6, 2017 at 7:00 p.m. to rehire Paraprofessionals for the 2017/2018 school year with Executive Session commencing at 6:30 p.m.

22. ADJOURNMENT

Motion to adjourn:

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____ pm