

Board Minutes March 11, 2020

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
March 11, 2020**

CALL TO ORDER: A meeting of the Salem City Board of Education is called to order at 6:00 P.M. in the Salem High School Library located at 219 Walnut Street in Salem, New Jersey 08079.

OPEN MEETING: Adequate notice of this meeting has been provided in the local news media and a place of public notice located at the Salem City Board of Education Office, 205 Walnut Street, Salem, New Jersey as required in the Open Public Meeting Act, Chapter 231, P.L. 1975.

FLAG SALUTE

Board Members

Carol Adams	Laquendala Bentley	Christopher Colon
Kendra Fletcher	Yuenge Groce	Joan Hoolahan
Daffonie Moore (Absent)	Nilda Wilkins	Veronica Wright

District Representatives:

LAC: Laura Tice Crane
Quinton: William McDonald
Mannington: Bethanne Patrick

Administrators:

Dr. Patrick Michel, Superintendent	Pascale DeVilmé, Principal Salem Middle School
Herbert Schectman, School Business Administrator	Pamela Thomas, Director of Special Services
Michele Beach, VP Salem Middle School	Linda Del Rossi, Supervisor of Literacy/SS PreK-12
Syeda Carter, Principal John Fenwick Academy	John Mulhorn, Principal Salem High School
Gia Sparacio Scarani, VP of Early Childhood	Jordan Pla, VP Salem High School
Darryl Roberts, VP Salem High School	

OTHERS: Mr. Corey Ahart

AUDIENCE PARTICIPATION

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting. Members of the public are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comment(s).
5. Limit your comments to the specific resolution.
6. Time is limited to three (3) minutes per person.
7. If your questions or comments pertain to litigation, student or personnel items or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss these items in public.

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Appointment of Committees:

Motion (Colon/Bentley) Board established the following Board of Education Committees with committee members pending the review and reappointment by the seated president:

- i. Personnel/Negotiations/Climate Committee
 - Joan Hoolahan (Chairperson)
 - Chris Colon (Personnel)
 - Kendra Fletcher
 - William McDonald (Negotiations)
- ii. Facilities/Finance/Policy Committee
 - Daffonie Moore (Chairperson)
 - Laura Tice-Crane
 - Nilda Wilkins
- iii. Curriculum/Technology/Student Committee
 - Carol Adams (Chairperson)
 - Laquendala Bentley
 - Bethanne Patrick
- iv. SCSBA Representative
 - Daffonie Moore
- v. Urban Boards Delegate
 - Daffonie Moore
- vi. Legislative Chairperson
 - Yuenge Groce (Delegate)
 - Carol Adams (Alternate)
- vii. Chamber of Commerce Delegate
 - Daffonie Moore

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

PRESENTATION

Students of the month for February/2020:

John Fenwick Academy	Myles Oliver	2 nd Grade	Ms. Crawford
	Shy'la Butler	2 nd Grade	Mr. Riskie
Salem Middle School	Shaniya Nichols	8 th Grade	Ms. Montgomery
	Yanderin Castellanos	8 th Grade	Ms. Montgomery
Salem High School	Tarrah Roberts	9 th Grade	Mr. Bartholomew
	Ariecelis Gonzalez-Rivera (Absent)	11 th Grade	Mr. Bartholomew

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Staff Member(s) of the month for February/2020:

Nicole Boyce English Teacher Salem Middle School

BOARD COMMITTEE REPORTS

Curriculum Committee

- There were no reports from the curriculum committee

Personnel Committee

- Starting SCEA bargaining soon

Finance Committee

- There were no reports from the finance committee

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

Salem High School (SHS) Commentary/Event Activities:

- ❖ NJSLA testing could begin as early as April 28, 2020; this year, students will test in their freshmen and sophomore year in the following subjects: Algebra I, Geometry, English I, English II
- ❖ Our student College Board continues to grow! Stop by and check it out in the main entry. WOW!
- ❖ ACT Prep classes are going very well and are nicely attended. The second of three assessment tests will be administered Saturday – 3/21/2020
- ❖ Student scheduling for the 2020-2021 school year has begun and is in full swing
- ❖ The Salem High Ram Theater presented Disney's Newsies to two nights of well attended and delighted audiences. Special thanks to Mrs. Anne Hudock, Ms. Jessica Dixon, Mrs. Kathleen Hibbard, Ms. Santarelli, and Ms. Renee Murray
- ❖ The IB Art show was held on Tuesday, March 3rd. The display is still set up in the conference room for your viewing pleasure
- ❖ Raffle tickets for the 4th Annual SHS T-Shirt Blanket are on sale now
- ❖ SHS upcoming events include:
 - Winter Sports Awards Banquet March 17th
 - The first ever Mr. Salem High School contest will be held on March 20th
 - The annual Coffeehouse Concert is slated for April 16th in the SHS Ram Café; refreshments will be for sale and delightful student talent will be showcased
 - Dancing with the Staff contest will take place on April 23rd, this is a show not to be missed

Salem Middle School (SMS) Commentary/Event Activities:

- ❖ Our enrollment now stands at 448 students in grades 3-8. Our staffing includes 55 employees
- ❖ Our Salem Middle School Boys' and Girls' Basketball teams are winding down their seasons. Playoffs will begin mid-March
- ❖ Our Odyssey of the Mind Teams will compete in the regional finals this weekend which are to be held at the Woodstown High School. At this time, we are moving forward with our plans to attend the World Finals in Iowa
- ❖ Tomorrow our eighth grade students will be traveling to Washington, D.C. to visit both the National Museum of African American History and the Holocaust Museum. This is will be a first time visit to both museums for our school
- ❖ The entire school enjoyed the daring jumps and bicycle tricks performed by Bureau of Lectures BMX Bike Team. The students were captivated and especially enjoyed the jump over three of our Faculty members
- ❖ All third marking period VIP Members were taken on a skating trip the following day. Students who qualify for VIP Status must have no failing grades, no more than three absences and no more than three tardies for the previous marking period

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John Fenwick Academy (JFA) Commentary/Event Activities:

- ❖ Current total enrollment: 428 students, PK-153, K-98, 1st-121, 2nd-56
- ❖ Pennies for Patients raised a total \$1,405.40. The top classes were Mrs. Paris's class (\$485.14) and Mrs. Terrell-Porter's class (\$247.26). The proceeds are donated to the Leukemia and Lymphoma Society.

Events this Month:

- ❖ Dr. Seuss Week – March 2nd through March 6th
- ❖ Parent – Teacher Conferences – March 10th through March 12th
- ❖ Assembly – The Magic of Joe Romano

SUPERINTENDENT'S COMMENTS/REPORTS

1. OOTM is a great experience
2. Interviewed new Board members
 - All want us to continue our focus on students
 - Losing kids from JFA to SMS
3. COVID-19 Report
 - What may be done
 - How are we preparing
 - Google classrooms
 - Distribute local groups for food distribution

Motion (Colon/Bentley) Board approved regular and executive minutes of February 12, 2020 Board of Education meeting.

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

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BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

Motion (Colon/Bentley) Board approved the Board Secretary's reports in memo: #2-A-E-9.

A. *Board approved of the transfer of the funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month(s) of January 2020.

B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending January, 2020 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Salem City Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1

In accordance with N.J.A.C. 6A:23A-16.10 (c) 2, it is certified that anticipated revenue has changed for the month ending January 2020 as follows:

Robert Schutma
Board Secretary

3/27/20
Date

C. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January, 2020. The Treasurer's Report and Secretary's Report are in agreement for the month of January, 2020 pending audit.

D. Pursuant to N.J.A.C. 6A: 23A-16.10 (c) 4, the Salem City Board of Education certifies for the month ending January 2020 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

E. Board approved the Payment of Bills and Purchase Report:

From the General Account for Balance as summarized on attached board memo(s)

Board approved Purchases Report for February 2020 \$ 248,357.31

Board approved Payment of Bills for Date March 2020

General Account \$878,926.79

Confirmation of payrolls for February 2020

February 14, 2020 General Acct. Transfer \$ 702,985.07

February 28, 2020 General Acct. Transfer \$ 708,304.19

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

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Miscellaneous

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Bentley) Board approved: #2-F-9

1. The Board of Education authorized Herbert Schectman to submit the Summer Food Service Program (SFSP) application for the months of July & August for the 20-21 school year. The program ensures that low-income children continue to receive nutritious meals when school is not in session.
2. The Board of Education authorized Herbert Schectman to submit the 20-21 FSMC contract addendum to the Department of Agriculture. The management and administrative total flat fee for the 20-21 school year will be \$50,000.00.
3. Board approved (2nd) second, lunch prices for all students. The district will however, offer free first meals to all students as a Community Eligible Provision (CEP) district. The staff lunch prices will remain the same.

	2 nd Lunch	Breakfast
JFA	\$2.65	N/A
SMS	\$2.80	N/A
SHS	\$2.80	N/A
Staff (All Schools)	\$3.90	\$2.85

N.J.A.C. 2:36-1.10 requires that adult meal prices shall be established to cover all costs associated with production and service of the adult meal. There is no maximum set for adult prices.

4. Board approved the 2019 Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.
5. Board approved to contract with Cassandra Lockerman-Robinson to provide counseling services on an as needed basis for the Child Study Team. Cost will be \$80.00 an hour not to exceed \$5,000.00.
6. Board approved the Adoption of the 2020-2021 School Year Tentative Budget:

BE IT RESOLVED, that the budget be approved for the 2020-2021 School Year and the Secretary to the Board of Education be authorized to submit the tentative budget to the Salem County Executive Superintendent of Schools for approval as follows:

BE IT RESOLVED Board approved the 2020-2021 school district budget:

	Budget	Local Tax Levy
General Fund	\$22,494,974	\$2,488,970
Special Revenue	\$ 3,609,603	
Debt Service	\$ 286,944	\$ 98,802
	\$26,391,521	\$2,587,772

AND BE IT RESOLVED, Board approved the 2020-2021 school district budget.

RESOLVED, that taxes should be raised from the City of Salem in the amount of \$2,488,970 for the General Fund for the 2020-2021 school year.

WHEREAS, the District needs to appropriate money from the excess surplus for the 2020-2021 budget in the amount of \$155,798 and

WHEREAS, the District makes the following assurances: 1.) No other line item balances are or will be available, 2.) No other emergency reserves or maintenance reserves (for maintenance purposes) are available for transfer, 3.) The transfer is for T&E

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purposes OR to ensure health and safety of students\or staff, 4.) any unbudgeted or under-budgeted revenue or excess (under projected) unreserved undesignated fund balance has been utilized, and **NOW**, Therefore, be it resolved that Salem City School District shall appropriate excess surplus the amount of \$155,798 to be used for the 2020-2021 school year.

7. Board approved to accept the MOU between Salem High School, Rutgers, The State University of New Jersey and Partnership for the Delaware Estuary, Inc., for the design and implementation of a green infrastructure project at Salem High School.
8. Board approved to renew the revised contract with B.R. Williams, Inc. to transport Salem City students to athletic events, band events and field trips for the 2019-2020 school year. The contract include revised contract language.

The C.P.I. is 1.45% increase:

FD1	Various Field Trips < 50 Miles	\$229.47
FD2	Various Field Trips > 50 Miles	\$251.86
ATH1	Various Athletic Trips < 50 Miles	\$212.70
ATH2	Various Athletic Trips > 50 Miles	\$246.28
B1	Various Band Trips < 50 Miles	\$212.70
B2	Various Band Trips > 50 Miles	\$246.28

9. Board approved of the tuition/service agreement paid by the State of New Jersey with the Department of Children and Families Office of Education, for state responsible students #01320074 and #0422009, with disabilities or engaged service provider, for the 2019-2020 school year.

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

STUDENT MATTERS

Motion (Colon/Bentley) Board approved: **#4-A-9**

1. Board approved the following field trips:

Kean University Union, NJ NJ FBLA	May 20, 2020 2 Students	Ms. Landolfi 1 Bus = \$251.86 Account # 15-000-270-512-03-SHS 1 Substitute x 1 Day only = \$125.00 Account # 15-140-100-101s-03-SHS Registration fees: N/A
Cape May Zoo School Based Youth Services (SBYS)	May 28, 2020 20-35 Ram Connection Participants	Ms. Kellie Smith 1 Bus = \$251.86 Account# 20-435-200-800-00SPP No substitutes
Lindsey Meyer Teen Institute Summer Camp School Based Youth Services (SBYS)	Date: TBD 20-35 Ram Connection Participants	Ms. Kellie Smith 1 Bus = \$251.86 Account# 20-435-200-800-00SPP No substitutes

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Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

Home Instruction: In/ Out of District/Residential

Motion (Colon/Bentley) Board approved: #7-C-9

1. Board approved the following students for home instruction:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01280194	A Step Ahead Bridgeton, NJ	\$35.00/hr. 9 hrs./wk.	02/18/20 – 9 days	11-219-100-320-00-CST
01270083	A Step Ahead Elmer, NJ	\$35.00/hr. 60 hrs./wk.	02/18/20 – 30 days	11-150-100-320-02-BUS
02230004	Rachel Hunt	\$35.00/hr. 5 hrs./wk.	02/27/20 – 05/14/20	TBD
01270126	Katherine Starn	\$35.00/hr. 5 hrs./wk.	02/28/20 – TBD	11-150-100-101-00-BUS

2. Board approved for the following middle school special education student to receive home instruction while a patient at "A Step Ahead".

Student ID#	Grade	Effective Dates	Location	Home Instruction Cost	Account #
01240163	8	1/30/20 – TBD	A Step Ahead	\$35.00 / Hour	11-219-100-320-00-CST

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

PERSONNEL

A. Resignation/Retirement

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Bentley) Board approved: #8-A-9

1. Board approved the retirement of Mrs. Esther Bundy, CST Secretary, effective June 30, 2020.
2. Board approved the resignation of Mrs. Deanna Micalizzi, paraprofessional, effective March 31, 2020.
3. Board approved the resignation of Mr. Douglas Hogate, custodian, effective February 16, 2020.

Motion approved by unanimous voice vote of 10-0-1; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 1 – Bentley #1

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B. Employment

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Bentley) Board approved: #8-C-9

1. Board approved the hiring of Dean Marich as substitute custodian effective March 12, 2020.
2. Board approved the hiring of Spencer Jarrett as substitute custodian effective February 19, 2020.
3. Board approved the hiring of the following new substitute teachers for 2019-2020 school year:
 - Wendelin Dublin Delaware NJ Teaching Certificate: School Counselor
 - Susan Cahill Pennsville NJ Substitute Certificate
4. Board approved the hiring of the following substitute teacher for the 2019-2020 school year.

Diane Mack

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

C. Financial Request

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Bentley) Board approved: #8-D-9

1. Board approved for the following Spring 2020 Coaching staff and volunteer positions:

Baseball	Assistant Coach (JV)	\$3,281	Michael Hughes
Softball	Assistant Coach (Varsity)	\$2,230	Drew Favat
Track (Spring)	Assistant to Head Coach	\$2,381	Regina Gatson
Baseball	Volunteer Coach	\$0	Bradley Seeney

2. Board approved to add Debra Persicketti to the After School Tutoring Program substitute list. This program is for grades K, 1 and 2, Monday through Thursday, from 3:30 p.m. – 4:30 p.m. in the John Fenwick Academy.

Funds are available in Account #: 20-235-100-100-01-JFA
ESEA – Title I Funds (2019-2020)

3. Board approved a stipend change for the following coach:
To: Track (Spring) Head Coach \$8,522 David Hunt

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

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D. Leave of Absence

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Bentley) Board approved: #8-E-9

1. Board approved the following leave(s) of absence:

Employee ID#	774	1420	1116	784
Employee	M.M.	R. A.	C.K.	L.B.
Type of Leave	Medical	Medical – Family	Intermittent-Medical	Medical
Leave Requested	12/17/2019 – 3/17/2020	2/28/2020 – 5/04/2020	2/03/2020 – 2/02/2021	2/18/2020 – 4/13/2020
Fed Max Leave (max 90 days)	12/17/2019 – 3/17/2020	1/07/2020 – 2/27/2020	2/03/2020 – 2/02/2021	2/18/2020 – 4/13/2020
Time Usage of FMLA	12 weeks	7 weeks	12 weeks	8 weeks
NJ Family Leave (max 90 days)	N/A	2/28/2020 – 5/04/2020	N/A	N/A
Time Usage of FLA	N/A	9 weeks	N/A	N/A
*Use of Sick Days	20 Days	N/A	N/A	37.5 days
*Use of Personal Days	.25 day earned at the end of the month	N/A	0 days	.5 day
*Use of Vacation Days	N/A	N/A	N/A	N/A
Unpaid Leave	N/A	N/A	N/A	N/A
Intermittent Leave	N/A	N/A	2x per week needed out for 4 months	N/A
Extended Leave	N/A	N/A	N/A	N/A
Est. Return Date	N/A	5/05/2020	N/A	4/14/2020

2. Board approved the extension of the following non-FMLA leaves of absence:

Employee	Requested Period	Return Date
Michelle Maccarone	3/18/20 to 5/1/20	5/4/2020

6 weeks (leave of absence)

*all time is accrued up to date of leave

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

Curriculum /Professional Development

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Bentley) Board approved: #11-9

1. Board approved the following out of district professional developments:

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Kristina Bergman	SHS	John Mulhorn	Modification of General Education Curriculum for SWD	05/05/2020	Rowan University Glassboro, NJ	-0-

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Adrienne Brown	CST	Pamela Thomas	Get A Grit! Moving Past the Trauma Toward Fostering Resiliency	03/25/2020	Hong Kong Fusion Cherry Hill, NJ	-0-
Christine Peltz	SMS	Pascale DeVilme'	Odyssey of the Mind – Judge Event	03/14/2020	Woodstown High School Woodstown, NJ	-0-
Dale Primas-Garner	JFA	Syeda Carter	Get A Grit! Moving Past Trauma Toward Resiliency	03/25/2020	Hong Kong Fusion Cherry Hill, NJ	-0-
Tonya Connor	JFA	Syeda Carter	Teaching Pyramid Observation Tool (TPOT) Reliability Training	04/02/2020 04/03/2020	Camden County Educational Services Clementon, NJ	-0-

Monthly Reports

Motion (Colon/Bentley) Board approved: **#13-9**

1. Board approved monthly reports for filing: (attached)

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

Policies/Calendars

Motion (Colon/Bentley) Board approved: **#14-9**

1. Board approved the 2nd reading of the following policy:

3100/3110 Business & Non-Instructional Operations
Budget Planning, Preparation & Adoption

2. Board approved the 1st reading of the following policy:

7000/7117 Property & Facilities
Lactation Room

Motion approved by roll call voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

Miscellaneous

Motion (Colon/Bentley) Board approved: **#15-9**

1. The Board of Education authorized the Business Administrator to enter into an agreement(s) to remove and, when possible, sell the following obsolete and unusable inventory items:
 - a. Cafeteria tables located at John Fenwick Academy, and
 - b. Cafeteria tables located at Salem Middle School.

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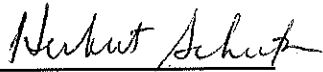
These items are obsolete and cannot be repaired in a cost-effective manner. The Food Service fund has sufficient funds available to purchase new tables that will be better suited to our students.

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0

ADJOURNMENT

Motion (Colon/Bentley) Board adjourned the March 11, 2020 meeting of the Salem City Board of Education at 6:55 P.M.

Motion approved by unanimous voice vote of 11-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, McDonald, Patrick, Wilkins, Wright and Groce Wright Nays: 0 Abstain: 0



Herbert Schectman
Business Administrator/Board Secretary
HS/ta