

**ELSINBORO TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 12, 2023**

CALL TO ORDER

The regular meeting of the Elsinboro Township Board of Education was called to order by Board President, Mrs. Kelly Anne Delaney, on Monday, June 12, 2023 at 6:30 p.m.

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Elsinboro Township Board of Education transmitted notice of this meeting, to be held in the Elsinboro School at 6:30 p.m, to the *South Jersey Times*, the Elsinboro Township Municipal Clerk and all Board members. A copy is also posted in the lobby of the Elsinboro Township School and on the front door.

PLEDGE TO THE FLAG

Mrs. Delaney, Board President, led the Pledge of Allegiance to the flag.

ROLL CALL OF MEMBERS

Members present: Mr. Damian Carlson, Mrs. Kelly Ann Delaney, Mr. Jeffrey Stepler, Ms. Madinah Thomas (6:42 p.m.), Mrs. Kay Weber

Absent: Mrs. Victoria Galasso, Mrs. Kathleen Sheffield

Also in attendance: Mrs. Laural Kretzer, Chief School Administrator; Ms. Melanie M. Allen, Board Secretary/Business Administrator; Staff Member

APPROVAL OF MINUTES

Motion made by Mrs. Weber, second by Mr. Stepler to approve the regular meeting minutes of May 8, 2023 as submitted by the Board Secretary and as per the recommendation of the Chief School Administrator and the Business Administrator.

VOICE VOTE: Unanimously approved

Motion Carried: 5-0-0

PUBLIC COMMENT - AGENDA ITEMS

Mrs. Delaney stated that the 8th Grade graduation ceremony was beautiful. The program went smoothly. She thanked all of the staff who played a part.

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Motion made by Mr. Stepler, second by Mrs. Weber to approve the following as presented by the Business Administrator:

Bills to be Paid

Payroll and agency for May, 2023 and the bills list for June, 2023.

Further, the Board authorize the Business Administrator to pay any outstanding bills due and to make any necessary transfers as required in June, 2023 and July, 2023 for year end close out of financial reports. A list of bills paid and transfers made for this period will be presented at the next regularly scheduled meeting.

Statement of Assurance - Testing/Reporting of Lead in School Drinking Water

The submission of the 2022-2023 school year Statement of Assurance for Testing and Reporting of Lead in School Drinking Water to the New Jersey Department of Education by the June 30, 2023 deadline. Testing for the period January 1, 2023 through June 30, 2023 was completed on February 11, 2023 and March 17, 2023.

2023-2024 Grant Funds

Applying for the following grants for the 2023-2024 school year:

ESEA: Title I, Part A	\$31,190 (Increase of \$7,954 over previous year)
Title IIA	\$ 4,070 (Increase of \$891 over previous year)
Title IV	<u>\$10,000 (no change)</u>
Total	\$45,260 (Increase of \$8,845 over previous year)

Shared Art Teacher 2023-2024

The Shared Services Agreement with the Lower Alloways Creek Board of Education for Shared Instructional Services - Art Teacher for the 2023-2024 school year at a rate of \$44,190. The Agreement allocates 40% of the teacher’s time to Elsinboro School and 60% to Lower Alloways Creek School. This is income to Elsinboro.

School Psychologist Services 2023-2024

Entering into an agreement with the Quinton Township Board of Education to provide School Psychologist Services for the 2023-2024 school year effective July 1, 2023 through June 30, 2024 at a cost of \$4,000. There is no increase in cost over the 2022-2023 school year.

Early Childhood Coordinator Services – Quinton

The Early Childhood Coordinator Services Agreement with Quinton Township Board of Education for Early Childhood (Preschool) Coordinator services effective July 1, 2023 through June 30, 2024 at a cost of \$33,500. Preschool Expansion Aid funds will be used to cover the costs of this required position.

2023-2024 Tuition Contract Salem City

Entering into tuition contracts with Salem City School District for Comprehensive High School and Comprehensive Resource Room for the 2023-2024 school year as follows:

Description	Students/ Hours	Rate	Total
<u>Comprehensive High School</u>	14 FT students	\$14,000 each	\$196,000
<u>Comprehensive Resource Room</u>	1,000 hours	\$25.40/hour	\$ 25,400
2023-2024 TOTAL TUITION			\$221,400

SACC Program and Rates 2023-2024

The After School SACC Program and the following rates for 2023-2024, noting that these are the first increases in program rates since the 2016-2017 school year:

- Pick up by 5:00 p.m.: \$12/day full days (\$2/day incr), \$18/day ½ days; \$140/month (\$5/mo incr)
- Pick up by 5:30 p.m.: \$14/day full days (\$2/day incr), \$21/day ½ days; \$170/month (\$5/mo incr)
- 2nd child in same family: 10% discount on all fees

Morning SACC: \$7/day (\$1/day incr); \$80/month (Contingent upon minimum enrollment of 4 monthly students)

Service Exchange Agreement-Section 125, Flexible Spending Plan and Insurance

The renewal of the contract with American Fidelity Assurance Company, to provide a Section 125 and a Flexible Spending Plan to all eligible Elsinboro School employees for the 2023-2024 school year. Board contributions shall be as follows:

\$200 each year for each full-time employee for unreimbursed medical expenses

Petty Cash Fund/Custodian

The Elsinboro School Petty Cash Account for \$250 with Robin Stepler, Administrative Secretary, as custodian of the account for the 2023-2024 school year.

ABSTAIN: Mr. Stepler

Motion Carried: 4-0-1

Vended Meals Contract - Termination

The termination of the Vended Meals Contract with Lower Alloways Creek School District effective August 13, 2023. According to the terms of the contract, each party may cancel by giving 60 days written notification to the other party.

Vended Meals Contract 2023-2024

The entering into a Vended Meals Contract for 2023-2024 with Pennsville School District for the following rates:

Student lunch: \$3.50
Adult lunch: \$5.00

Lunch Prices 2023-2024

The following lunch prices for 2023-2024, reflecting an increase in the cost of adult lunches only (no increase from the previous 6 years for all other categories):

Breakfast, student	\$2.25	Lunch, student	\$3.50
Breakfast, adult	\$2.75	Lunch, reduced	\$.40
Breakfast, reduced	\$.30	Milk a la carte	\$.60
Lunch, adult, regular	\$5.00 (\$.50 incr)	Water, 8 oz	\$.50
Lunch, adult salad	\$5.00 (\$.50 incr)	Snacks	Varies (\$.25-\$1.25)

2023-2024 Anticipated Contracts to be renewed, awarded or to expire during the school year per P.L. 2015, c. 47

Pursuant to PL 2015, Chapter 47, the Elsinboro Township Board of Education intends to renew, award or permit to expire the contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations: in particular, NJ Title 18A:18 et. seq., NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq. (Note: This has been a requirement since May 2015).

Support Services Agreement with CM3 Building Solutions, Inc.

A three-year Support Services Agreement with CM3 Building Solutions, Inc. effective July 1, 2023 through June 30, 2026 for the following services: HVAC Services and Schedule of Equipment at the following costs:

First year: \$12,248 Second year: \$12,616 Third year: \$12,996

The Agreement includes four (4) yearly inspections (eight (8) hours each) of the boiler and HVAC equipment (see pages 14-15 of the proposed Support Services Agreement). This Agreement replaces the service agreement previously in place for boiler/burner maintenance with another vendor.

Annual Temporary Facilities Approval for 2023-2024 SY

The Annual Temporary Facilities Approval for the 2023-2024 School Year.

Resolution No. 2023-6: Transfer to Capital Reserve

The following Resolution:

**Resolution No. 2023-6
Transfer of Current Year Surplus to Reserve – *Capital Reserve***

WHEREAS, NJSA 6A:23A-14.4 et seq permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

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

WHEREAS, the Elsinboro Township Board of Education wishes to deposit anticipated current year surplus into a *Capital Reserve* account at year end, and

WHEREAS, the Elsinboro Township Board of Education has determined that *an amount not to exceed \$300,000* is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Elsinboro Board of Education that it hereby authorized the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Resolution No. 2023-7: Transfer to Emergency Reserve

The following Resolution:

**Resolution No. 2023-7
Transfer of Current Year Surplus to Reserve – *Emergency Reserve***

WHEREAS, NJSA 6A:23A-14.4 et seq permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

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

WHEREAS, the Elsinboro Township Board of Education wishes to establish an *Emergency Reserve* account and deposit anticipated current year surplus into an *Emergency Reserve* account at year end, and

WHEREAS, the Elsinboro Township Board of Education has determined that *an amount not to exceed \$50,000* is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Elsinboro Township Board of Education that it hereby authorized the district's School Business Administrator to make this transfer consistent with all

applicable laws and regulations.

Resolution No. 2023-8: Transfer to Tuition Reserve

The following Resolution:

**Resolution No. 2023-8
Transfer of Current Year Surplus to Reserve – *Tuition Reserve***

WHEREAS, NJSA 6A:23A-14.4 et seq permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

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

WHEREAS, the Elsinboro Township Board of Education wishes to establish a *Tuition Reserve* account and deposit anticipated current year surplus into a *Tuition Reserve* account at year end, and

WHEREAS, the Elsinboro Township Board of Education has determined that *an amount not to exceed \$75,000* is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Elsinboro Township Board of Education that it hereby authorized the district's School Business Administrator to establish an *Tuition Reserve* account and make this transfer consistent with all applicable laws and regulations.

Ms. Thomas entered the meeting (6:42 p.m.).

ROLL CALL VOTE: YES: Mr. Carlson, Mr. Stepler, Mrs. Weber, Ms. Thomas, Mrs. Delaney

Abstain on 2023-2024 Petty Cash: Mr. Stepler (see above)

Motion Carried: 4-0-1

All Other Motions Carried: 5-0-0

CHIEF SCHOOL ADMINISTRATOR'S REPORT

Motion made by Mrs. Weber, second by Mr. Carlson to approve the following recommendations as presented by the Chief School Administrator

PERSONNEL – PROFESSIONAL

Teaching/Staff Assignments

The following teaching assignments for the 2023-2024 school year.

ABSTAIN: Mrs. Weber

Motion Carried: 4-0-1

Summer Math/Reading Challenge

The implementation and payment of all costs associated with the Summer Math/Reading Challenge for 2023 including a stipend not to exceed \$1200 for Bethany Hannah, Program Director, as represented on the attached document. Note: This program is eligible to be covered under the ESSER III grant.

ABSTAIN: Mrs. Weber

Motion Carried: 4-0-1

2023-2024 Stipend Positions

The following stipend positions for the 2023-2024 School Year:

Eighth Grade Advisor (\$750 per year) - Michelle Lombardi

Academic League Advisor (\$500 per year) - Tammy Rieger

Teacher in Charge (\$1,800 per year) - Amy Weinert
Substitute Teacher in Charge (\$75/day) - Bethany Hannah
Home School Teacher (\$35 per hour) - Joe Sarbello
Late Bus Duty (\$600/year) - Amy Weinert and Fawn Kiernan

ABSTAIN: Mrs. Weber

Motion Carried: 4-0-1

2023-2024 After-School Clubs

The following after-school clubs:

Robotics Club - Mr. Sarbello, Meeting once a week from Sept - Jan., \$25 per hour.

Science Fair Club - Mr. Sarbello, Meeting once a week from Sept. - Jan., \$25 per hour

Elsinboro School Newspaper - Mrs. Simms, Meeting once per week from 9/25/23-6/7/24 -
\$25 per hour.

Elsinboro Year Book Club-Fawn Kiernan, meeting once per week from 9/25/23-6/7/24,
\$25 per hour

Elsinboro Drama Club-Amy Weinert, meeting up to three times per week, 9/25/23-6/7/24
\$25 per hour up to 3 hours per week.

All programs are eligible to be covered under the ESSER III grant.

Employment - In-House ESY/Summer Enrichment Program

The employment of the following staff member for the 2023 In-House ESY/Summer Enrichment Program.
The 2023 ESY/Summer Enrichment Program will be funded through the ESSER II and ESSER III Grants.

Teacher at the rate of \$45.00 per hour: Mariah Mills

School Nurse at the rate of \$45.00 per hour: TBD

SEP will be held in-person with each teacher employed for up to 75 hours from June 27, 2023 through July 27, 2023, Tuesday-Thursday (5 weeks), at the rate of \$45 per hour (max \$3,375.00 each), as per the recommendation of the Chief School Administrator. The School Nurse will be employed up to 60 hours at the rate of \$45 per hour (max \$2,700.00). Student hours will be 9:00 a.m.-12:00 p.m. each day.

PERSONNEL – SUPPORT

Summer Work Hours - Office & Maintenance Staff

The summer work hours for Office Staff (Mrs. Kretzer and Mrs. Stepler) and Maintenance Staff (Mr. Green) to be Monday through Thursday, effective July 1, 2023 through August 31, 2023.

ABSTAIN: Mr. Stepler

Motion Carried: 4-0-1

Technology Work

Bethany Hannah for technology work for 2023-2024, beginning July 1, 2023, at the rate of \$25.00 per hour, for up to 600 hours. Mrs. Hannah will work in the summer and before/after school hours doing computer maintenance, programming, updating software, cleaning up computers, etc. per the recommendation of the CSA.

ABSTAIN: Mrs. Weber

Motion Carried: 4-0-1

Summer Clerical and Food Service Work

Danielle Powers to work up to 7.5 hours on Mondays during the months of July, 2023 and August, 2023 to complete administrative/office tasks and to work up to 3 hours each day of the ESY/Summer Enrichment Program (June 27-July 27, 2023) to provide lunch to students as required by the NJ Department of Agriculture Summer Food Service Program at the rate of \$18.72 per hour.

2023-2024 SACC Positions

The following SACC positions for the 2023-2024 School Year:

SACC Coordinator - Danielle Powers

AM SACC Worker - Tammy Rieger \$16.00/hour

(substitutes - Lauren Morgan, Sharon Simms, and Michelle Lombardi) \$16.00/hour

PM SACC Worker - Sommer Johnson \$16.00/hour

(substitutes - Lauren Morgan, Sharon Simms, and Michelle Lombardi) \$16.00/hour

SACC Workers- \$16.00/hour

Retirement - Administrative Secretary

The Board accept, with regret and sincere appreciation and best wishes, the letter of retirement from Robin Stepler, Administrative Secretary, effective January 1, 2024. Mrs. Stepler has worked at Elsinboro for almost 27 years.

ABSTAIN: Mr. Stepler

Motion Carried: 4-0-1

Retirement - School Nurse

The Board accept, with regret and sincere appreciation and best wishes, the letter of retirement from Laura Gallagher, School Nurse, effective January 1, 2024. Mrs. Gallagher has worked at Elsinboro for 13 years.

OTHER BUSINESS

HIB Report - Approval

Approve the Superintendent’s monthly Harassment, Intimidation and Bullying Report for May, 2023 as presented:

HIB Investigations:

Reported: 1

Completed: 1

Number of incidents ruled as Harassment, Intimidation or Bullying: 0

Number of incidents ruled as not falling under the HIB provisions: 1

HIB Report - Acknowledgement

Acknowledge the Superintendent’s monthly Harassment, Intimidation and Bullying Report for June, 2023 as presented:

HIB Investigations:

Reported: 0

Completed: 0

Number of incidents ruled as Harassment, Intimidation or Bullying: 0

Number of incidents ruled as not falling under the HIB provisions: 0

Graduation Awards 2023

The attached list of scholarship awards to the graduating class of 2023.

ABSTAIN: Mrs. Weber

Motion Carried: 4-0-1

Use of Facilities

The use of facilities for the Healthy Kids Runnings Series from September 10, 2023 to October 29, 2023. Mrs. Bethany Hannah will oversee the running program held on Sundays.

ABSTAIN: Mrs. Weber

Motion Carried: 4-0-1

Annual School Plan

The submission of the district's 2023-2024 Annual School Plan to the New Jersey Department of Education by the July 15, 2023 deadline. The Plan is required for all districts that operate a Schoolwide Title I program.

Bilingual Program Waiver Request 2023-2024

The submission of the Bilingual Program Waiver Request for the 2023-2024 school year to the New Jersey Department of Education by the July 31, 2023 deadline. The Waiver is requested because the district does not enroll 20 or more English Language Learner students in a single language group and is not providing or planning to provide a full-time bilingual education program.

Safe Return Plan (American Rescue Plan Requirement)

The Elsinboro Township School District's Plan for Safe Return to In-Person Instruction and Continuity of Service ('Safe Return Plan') pursuant to the Federal American Rescue Plan Act, Section 2001(i). There are no changes to this Plan as originally approved by the Board (last approval by the Board was August 15, 2022).

ROLL CALL VOTE: YES: Mr. Carlson, Mr. Stepler, Mrs. Weber, Ms. Thomas, Mrs. Delaney

Abstain on Summer Work Hours and Administrative Secretary Retirement: Mr. Stepler

Motions Carried: 4-0-1

Abstain on Teaching/Staff Assignments, Summer Math/Reading Challenge, Stipend Positions, Technology Work, Graduation Awards and Healthy Kids Running Series: Mrs. Weber

Motions Carried: 4-0-1

All Other Motions Carried: 5-0-0

DISCUSSION ITEMS/FYI

- Graduation - June 9, 2023
- Elsinboro Top Eighth Grade Students 2023: Rylee Doerr - Valedictorian and Sharif Frisby, Jr. - Salutatorian
- Security Drill -May 24, 2023, 1:55 pm, evacuation-off site (to the track), 1 min 58 secs to evacuate, 6 min 45 secs total, sunny, 75 degrees, 109 students, 21 staff, A lockdown was called at 10:11 a.m. An evacuation to the track was called by Ms. Allen (BA), all staff and students reported to the track, Mrs. Kretzer gave a brief explanation and everyone returned to class.
- Fire Drill - May 17, 2023, 1:28 pm, 1 min. 24 secs., 110 students, 21 staff, sunny 66 degrees, station 1
- Fire Drill - June 6, 2023, 9:08 AM, 1 min. 3 secs., 114 students, 22 staff, sunny 63 degrees, station 8
- June 2023 Calendar
- Elsinboro Enrollment
- Summer Camp/School - Begins 6/27 through 7/27 - 50 students for summer camp, 2 students for summer school.
- Family Game Night-78 signed up to attend! Great job by Mrs. Hannah!
- Mayor's Luncheon -34 students attended
- Carpet will be replaced in the kindergarten, first, and second grade classrooms.
- The elementary hallway tile floor that was replaced last summer is in need of repair due to cracking in many tiles and at the entrance of the classrooms and overall unevenness. A new contractor will be needed to complete the repairs.
- PEA Grant-Final approval

PRESIDENT'S REPORT

Communications to the Board

Motion made by Mrs. Weber, second by Mr. Carlson to accept, with regret, the letter of resignation from Victoria Galasso, Board of Education member, effective immediately. Mrs. Galasso has been a Board member since March, 2016.

ROLL CALL VOTE: YES: Mr. Carlson, Mr. Stepler, Mrs. Weber, Ms. Thomas, Mrs. Delaney

Motion Carried: 5-0-0

Old Business

- The BA shared a second proposal received from CM3 for the addition of air conditioning capability in the gym HVAC unit. This proposal includes the total replacement of the existing unit in the gym with a new rooftop unit. The cost is about double the cost to position the unit on the ground outside of the back door of the gym. Mr. Patrick Madden, CM3 Account Executive, will be invited to a future Board meeting to review both proposals in greater detail.
- The Pole Barn has been constructed. Installation of electric throughout the building as well as the HVAC unit for the temperature controlled room is the next step in the process.
- The parking lot expansion project is set to begin on June 14 (the day following the last day of school).
- Board Self Evaluation 2022-2023

The Board accept, upon review and discussion, the 2022-2023 Board Self Evaluation as compiled by New Jersey School Boards Association.

ROLL CALL VOTE: YES: Mr. Carlson, Mr. Stepler, Mrs. Weber, Ms. Thomas, Mrs. Delaney

Motion Carried: 5-0-0

New Business

- The Board meeting scheduled for July 17, 2023 will be canceled.
- School Election Petitions were distributed to candidates **Damian Carlson** and **Kay Weber** who are up for reelection in November 2023. Both are 3 year terms. Completed Petitions shall be filed with the County Clerk on or before 4:00 p.m. on the last Monday of July, which is July 31, 2023. The County Clerk's Office is located at 110 Fifth St., Suite 200, Salem, NJ 08079.

Committee Reports

None

PUBLIC COMMENT - OPEN

None

EXECUTIVE SESSION

Motion made by Mrs. Weber, second by Mr. Carlson, that the Board enter into Executive Session by Resolution at 7:33 p.m. from which the general public will be excluded:

ELSINBORO BOARD OF EDUCATION RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

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

WHEREAS, the regular meeting of this Board of Education will reconvene at approximately 7:44 p.m.

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

- **Collective Bargaining with the Elsinboro Education Association**
- **Personnel Matters - Superintendent Evaluation**

BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education 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 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.

ROLL CALL VOTE: YES: Mr. Carlson, Mr. Stepler, Mrs. Weber, Ms. Thomas, Mrs. Delaney

Motion Carried: 5-0-0

RESUME PUBLIC SESSION

Motion made by Mrs. Weber, second by Ms. Thomas to return to the public portion of the meeting at 7:44 p.m.

ROLL CALL VOTE: YES: Mr. Carlson, Mr. Stepler, Mrs. Weber, Ms. Thomas, Mrs. Delaney

Motion Carried: 5-0-0

Superintendent Evaluation

Motion made by Mr. Carlson, second by Ms. Thomas that the Board of Education approve the Superintendent's 2022-2023 evaluation as presented and discussed in Executive Session. A copy of the evaluation will be kept on file in the Board office.

ROLL CALL VOTE: YES: Mr. Carlson, Ms. Thomas, Mrs. Delaney

ABSTAIN: Mr. Stepler and Mrs. Weber

Motion Carried: 3-0-2

Memorandum of Agreement with Elsinboro Education Association 2023-2028

Motion made by Ms. Thomas, second by Mr. Stepler that the Board of Education approve the Memorandum of Agreement with the Elsinboro Education Association for the period July 1, 2023 through June 30, 2028 as listed.

ROLL CALL VOTE: YES: Mr. Carlson, Mr. Stepler, Ms. Thomas, Mrs. Delaney

ABSTAIN: Mrs. Weber

Motion Carried: 4-0-1

ADJOURNMENT

Motion made by Ms. Thomas, second by Mrs. Weber that there being no further business to be brought before the Board that the meeting be adjourned at 7:46 p.m.

VOICE VOTE: Unanimously approved

Motion Carried: 5-0-0

Respectfully submitted,

Melanie M. Allen
Business Administrator/Board Secretary