

**EL SINBORO BOARD OF EDUCATION
REGULAR MEETING MINUTES
March 18, 2024**

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, March 18, 2024 at 6:34 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.

OATH OF OFFICE

Board Secretary issued the Oath of Office to newly appointed Board Member:

Damian Carlson - One Year Term, 2024

Mr. Carlson was appointed by the Board of Education on February 21, 2024.

ROLL CALL OF MEMBERS

Members Present: Damian Carlson, Kelly Anne Delaney, Jenna Hogate, Kathleen Sheffield, John Sieber, Madinah Thomas, Kay Weber

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

APPROVAL OF MINUTES

Motion made by Mrs. Sheffield, second by Mrs. Weber to approve the regular and executive session meeting minutes of February 21, 2024 as submitted by the Board Secretary and as per the recommendation of the Chief School Administrator and Business Administrator.

VOICE VOTE: Unanimously approved

Abstain: Mr. Carlson

Motion Carried: 6-0-0

PUBLIC COMMENT - AGENDA ITEMS

None

CHIEF SCHOOL ADMINISTRATOR'S REPORT

Motion made by Mrs. Sheffield, second by Ms. Hogate to approve the following recommendations as presented by the Chief School Administrator:

PERSONNEL – PROFESSIONAL

Employment - Business Administrator

The 2023-2024 contract and salary for Melanie M. Allen, School Business Administrator/Board Secretary, effective April 3, 2024 through June 30, 2024, pending approval by the Executive County Superintendent.

Substitute

Madeline Grusemeyer as a substitute teacher for the remainder of the 2023-2024 school year at a rate of \$125.00 per diem.

PERSONNEL - SUPPORT

Workshop Participation

The following workshop participation:

STAFF	LOCATION	WORKSHOP	DATE	COST	SUB COST	MILEAGE
Tim Fox	Online	Practical Self Strategies: Help your students who struggle with Mathematics	On-Demand, Online	\$159.00	N/A	N/A
Bethany Hannah	Online	ISTE Live 24	June 23-26, 2024	\$260.00	N/A	N/A
Bethany Hannah	Online	Google Certification Program	30 hours at own pace	\$225.00	N/A	N/A

OTHER BUSINESS

Policies for Approval:

The following policy:

CODE	POLICY	STATUS
6141.1	Unmanned Aerial Vehicles (UAV)/Drones Use in the Educational Program	First Reading - New Policy

Use of Facilities:

The Use of Facilities for Elsinboro School Association to use the gymnasium on March 24, 2024 from 11:00am - 3:00pm to sort and offer pick up for the Damask candy fundraiser. Room will be thoroughly cleaned at its conclusion.

The Use of Facilities for Elsinboro School Association to use the parking lot on May 4, 2024 to participate in Elsinboro Township Community Yard Sale Day from 6:00am - 3:00pm (rain date May 5, 2024 6am-3pm). This includes the use of restrooms and folding tables. Participants will be charged \$10.00 per 2 parking spots and tables can be rented at \$5.00 for 2, \$3.00 for 1. Parking lot, tables and restrooms will be thoroughly cleaned and sanitized at its conclusion.

HIB Report – Approval

The Superintendent’s monthly Harassment, Intimidation, and Bullying Report for January 2024 as presented:

HIB Investigations:	
Reported:	0
Completed:	0
# of incidents ruled as HIB:	0
# of incidents ruled as not falling under HIB:	0

HIB Report – Acknowledgement

The Superintendent’s monthly Harassment, Intimidation, and Bullying Report for February 2024 as presented:

HIB Investigations:	
Reported:	0
Completed:	0
# of incidents ruled as HIB:	0
# of incidents ruled as not falling under HIB:	0

2023-2024 School Calendar

The revised school calendar for the 2023-2024 school year (removed April 2nd to make up for the extra snow day).

2024-2025 School Calendar

The school calendar for the 2024-2025 school year.

Field Trips

Mr. Sarbello to take 5 students total from grades 6th and 8th to Oaks Expo Center in Oaks, PA to participate in the Delaware Valley Regional Science Fair on April 3, 2024 from 9:00am - 7:00pm. There is no cost to students and the bus will be shared with SCVTS.

Mrs. Hannah, 2 teachers, 3 chaperones to take grades 2 - 4 to DuPont Environmental Education Center in Wilmington, DE on May 3, 2024, from 8:30am - 12:30pm to observe insects and their habitats. Cost per student is \$7 and the bus cost is \$480.00.

ABSTAIN: Mrs. Weber

Motion Carried: 6-0-1

Mrs. Cary to take 5 students total from grades 5th and 6th to Salem County Courthouse on May 3, 2024, from 9:30am - 12:30pm to participate in the student art exhibit and award ceremony. There is no cost to the students and a bus will be shared with LAC.

Mrs. Rieger, Ms. Minichino and Mr. Sarbello to take 25 students and 5 chaperones to Salem Community College for Math Showcase on May 23, 2024 from 9:00am - 1:30pm. There is no cost to students and the bus cost is \$475.00.

Mrs. Hannah and 12-15 chaperones to take grades 2 and 3 to PA Railroad Museum and Strasburg Railroad in Strasburg, PA on June 5, 2024 from 8:00am - 3:30pm to participate in a guided educational tour. Cost per student is approximately \$21 and the bus cost is \$800.00.

ABSTAIN: Mrs. Weber

Motion Carried: 6-0-1

ROLL CALL VOTE: YES: Ms. Hogate, Mrs. Sheffield, Mr. Sieber, Mr. Carlson, Mrs. Weber, Ms. Thomas, Mrs. Delaney

ABSTAIN: Mrs. Weber on Field Trips (see above)

Motion Carried: 6-0-1

All Other Motions Carried: 7-0-0

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Motion made by Mr. Carlson, second by Ms. Hogate to approve the following recommendations as presented by the Business Administrator:

Appointment of Committees/Representatives

The appointment of the following Committees/Representatives for 2024:

- a. NJSBA Delegate & Alternate
- b. SCSBA Delegate & Alternate
- c. Academic Policy Committee
- d. Building/Grounds Committee
- e. Budget/Finance/Negotiations Committee
- f. Curriculum Committee
- g. Education Liaison
- h. Personnel Committee
- i. Elsinboro School Association Representative

Board Secretary Certification

Board's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of July 31, 2023 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's 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.

Board Secretary's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of July 31, 2023, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township 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 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending July 31, 2023.

Board Secretary Certification

Board's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of August 31, 2023 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's 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.

Board Secretary's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of August 31, 2023, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township 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 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending August 31, 2023.

Board Secretary Certification

Board's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of September 30, 2023 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's 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.

Board Secretary's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of September 30, 2023, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township 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 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending September 30, 2023.

Board Secretary Certification

Board's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of October 31, 2023 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's 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.

Board Secretary's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of October 31, 2023, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township 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 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending October 31, 2023.

Board Secretary Certification

Board's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of November 30, 2023 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's 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.

Board Secretary's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of November 30, 2023, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township 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 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending November 30, 2023.

Board Secretary Certification

Board's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of December 31, 2023 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's 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.

Board Secretary's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of December 31, 2023, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township 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 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending December 31, 2023.

Board Secretary Certification

Board's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of January 31, 2024 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's 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.

Board Secretary's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of January 31, 2024, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township 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 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending January 31, 2024.

Cash Reconciliation Report – Revised

The revised Cash Reconciliation Report for the month of August, 2023.

Cash Reconciliation Report - Revised

The revised Cash Reconciliation Report for the month of September, 2023.

Cash Reconciliation Report - Revised

The revised Cash Reconciliation Report for the month of October, 2023.

Cash Reconciliation Report - Revised

The revised Cash Reconciliation Report for the month of November, 2023.

Cash Reconciliation Report

The Cash Reconciliation Report for the month of December, 2023.

Cash Reconciliation Report

The Cash Reconciliation Report for the month of January, 2024.

Transfers

The transfers for the month of July, 2023.

Transfers

The transfers for the month of August, 2023.

Transfers

The transfers for the month of September, 2023.

Transfers

The transfers for the month of October, 2023.

Transfers

The transfers for the month of November, 2023.

Transfers

The transfers for the month of December, 2023.

Transfers

The transfers for the month of January, 2024.

Bills to be Paid

The payroll and agency for February, 2024 and the bills list for March, 2024.

Home Instruction Services

Home instruction services with Brookfield Schools at the rate of \$25 per hour for one student while under the care and supervision of medical professionals for the 2023-2024 school year.

2024-2025 Preschool Education Aid Budget

The submission of Elsinboro Township School District's 2024-2025 school year Preschool Education Aid Budget in the amount of \$285,975, including \$59,010 in carryover from the 2022-2023 school year, and supporting Budget Narrative to the New Jersey Department of Education Division of Early Childhood Education.

SCVTS Tuition Contract 2024-2025

The 2024-2025 tuition contract with Salem County Vocational Technical School as follows:

Full Time Vocational and Academy (21 students @ \$4,050)	\$ 85,050.00
Shared Time Vocational (0 student @ \$2,025)	\$ 0
Tuition Adj due FROM SCVTS 2022-2023	\$ (9,540.50)
Total	\$ 75,509.50

Salem City Tuition Contract 2024-2025

The entering into tuition contracts with Salem City School District for Comprehensive High School and Comprehensive Resource Room for the 2024-2025 school year as follows:

Description	Students/ Hours	Rate	Total
Comprehensive High School	7 FT students	\$16,308 each	\$114,156
Comprehensive Resource Room	1,500 hours	\$25.40/hour	\$ 38,100
2024-2025 TOTAL TUITION			\$152,256

Resolution: 2024-2025 Tentative Budget Submission

After review and discussion of the proposed 2024-2025 school year budget and upon discussion with the full Board, it is recommended that the Elsinboro Board of Education approve the following Resolution:

**RESOLUTION #2024-3
 ELSINBORO BOARD OF EDUCATION
 RESOLUTION APPROVING 2024-2025 TENTATIVE BUDGET
 MARCH 18, 2024**

BE IT RESOLVED, that the Elsinboro Township Board of Education has reviewed and discussed the 2024-2025 school district budget for the 2024-2025 school year, and approves the Secretary of the Board of Education to submit to the Salem County Executive County Superintendent for approval in accordance with the statutory deadline:

GENERAL SPECIAL DEBT

	FUND	REVENUE	SERVICE	TOTAL
2024-2025 Total Expenditures	\$3,306,337	\$537,491	\$ 0	\$3,843,828
<u>Less: Anticipated Revenues</u>	<u>\$1,690,451</u>	<u>\$537,491</u>	<u>\$ 0</u>	<u>\$2,227,942</u>
Taxes to be Raised	\$1,615,886	\$ 0	\$ 0	\$1,615,886

BE IT RESOLVED to acknowledge that the 2024-2025 school year budget as described results in a 4.0% increase in the tax levy for a total of \$1,615,886; and

BE IT RESOLVED that the general fund appropriations include a \$100,080 withdrawal from the Emergency Reserve Account due to an increase in health care costs in excess of 4% pursuant to N.J.A.C. 6A:23A-14.4(iv); and

BE IT RESOLVED that the general fund appropriations include use of the allowable 2024-2025 health care adjustment in the amount of \$7,238 which is part of the tax levy; and

BE IT RESOLVED that the general fund appropriations include the use of banked cap generated in the 2021-2022 school year in the amount of \$23,837 which is part of the tax levy; and

BE IT RESOLVED in accordance with the N.J.A.C. 6A:23B-1.2(b), the maximum expenditure for travel for the 2024-2025 school year for all staff and Board members is \$10,000; and

BE IT RESOLVED the supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations; and

BE IT RESOLVED that a public hearing on the 2024-2025 School Year Budget will be held in the Gymnasium of the Elsinboro Township School on Wednesday April 24, 2024 at 6:30 p.m.; and

THEREFORE BE IT RESOLVED that the Elsinboro Township Board of Education approves the 2024-2025 Budget for submission to the Salem County Executive County Superintendent for approval.

ROLL CALL VOTE: YES: Ms. Hogate, Mrs. Sheffield, Mr. Sieber, Mr. Carlson, Mrs. Weber, Ms. Thomas, Mrs. Delaney

Motion Carried: 7-0-0

DISCUSSION ITEMS/FYI

- Enrollment - February 2024: 113 students
- Security Drill - February 15, 2024, 9:21 am, modified lockdown, 55 seconds, mostly cloudy, 51 degrees, 114 students, 20 staff, Cpl. Jack Smith, a modified lockdown (formerly shelter in place) was called by Ms. Powers at 9:21 a.m. All students and staff were cleared from the hallways, locked in their classrooms, shades drawn.
- The Summer Enrichment Program will be held again this summer. Details to follow.
- The names of the students who were Science Fair Winners at both the local and county levels were shared.
- March Calendar
- A paperback version of the Yearbook is for sale. This is an accomplishment!
- The Elsinboro Academic Club competed in the county championship and won!
- Schoolwide activities were held to celebrate Pi Day.

- The Buddy Bench was recently installed on the playground, and students have been making use of it!
- Notes were provided from the Cyber Security Training held at Elsinboro School during the March 8, 2024 County In-Service.
- Game Club will be held throughout the months of March through May for students in grade for K-1 and 2-3.
- A Dr. Seuss Celebration was held on March 1.
- Students in grades 3-5 attended KIC at Salem Community College.
- Courthouse Art winners:
 - 1st place- Filomena Brauer in 6th grade; 2nd place- Daniel Adu in 5th grade; 3rd place- Skylar Slovak, Rylee Hutton, and Saliah Frisby, who are all 5th graders.

PRESIDENT'S REPORT

Communications to the Board

None

Old Business

- A quote for the installation of air conditioning in the Gym will be sought from Peterson Service Company.
- The Board has requested legal guidance regarding the status of the parking lot expansion project retention basin. The Business Administrator spoke with Samantha Boonstra, R&V Engineers, who stated that the firm's designer has no additional suggestions at this time to improve the drainage of the basin. She endorsed adding a fence and landscaping to improve the overall appearance of the basin area. Samantha will follow up the conversation with a formal letter.
- The Business Administrator sent a copy of the purchase order and supporting documents for the exterior doors replacement project (Hogan Security Group LLC) to the Solicitor for review and guidance. Copies of all email exchanges, pictures, and videos will be sent next.
- Filing of Personal/Relative and Financial Disclosure Statements - New school officials must file within 30 days of taking office. Returning school officials must file no later than April 30, 2024. An email with instructions for completing the Disclosure Statements was sent from the Business Administrator on January 16.
- NJSBA Mandated Training Requirements for 2024:
 - Thomas- Governance II (*Not yet released by NJSBA*)
 - Weber- Governance IV (*Not yet released by NJSBA*)

New Business

- Change in date of April 2024 Board meeting based on allowable dates for Public Hearing on the budget (Wednesday, April 24, 2024 - Tuesday, May 7, 2024) to **Wednesday, April 24, 2024 at 6:30 p.m.**
- Board Self Evaluation - Email with directions will follow.

Committee Reports

- Policy Committee - March 13, 2024
- Finance Committee - March 18, 2024
- Personnel Committee - March 18, 2024
- Ms. Thomas provided information from the Salem City Board of Education meeting held on March 13, 2024.

- There will be a change in Administration as the Superintendent will be retiring in the near future.

FYI

Next Board Meeting - April 24, 2024

PUBLIC COMMENT – OPEN

None

EXECUTIVE SESSION

Motion made by Mrs. Sheffield, second by Ms. Thomas that the Board enter into Executive Session by Resolution at 7:59 p.m., from which the general public will be excluded:

**EL SINBORO 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 8:09 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:

- Litigation, Contract Negotiations or Attorney/Client Privilege

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, Ms. Hogate, Mrs. Sheffield, Mr. Sieber, Ms. Thomas, Mrs. Weber, Mrs. Delaney

Motion Carried: 7-0-0

RESUME PUBLIC SESSION

Motion made by Ms. Thomas, second by Mrs. Weber to return to the public portion of the meeting at 8:09 p.m.

VOICE VOTE: Unanimously approved

Motion Carried: 7-0-0

ADJOURNMENT

Motion made by Ms. Thomas, second by Ms. Hogate that there being no further business to be brought before the Board that the meeting be adjourned at 8:09 p.m.

VOICE VOTE: Unanimously approved
Motion Carried: 7-0-0

Respectfully submitted,

Melanie M. Allen
Business Administrator/Board Secretary