

**ELSINBORO BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 16, 2025**

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 16, 2025 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 led the Pledge of Allegiance to the flag.

ROLL CALL OF MEMBERS

Members Present: Damian Carlson, Kelly Anne Delaney, Jenna Hogate, Kathleen Sheffield, John Sieber, Madinah Thomas (6:34 p.m.), Kay Weber

Members Absent: None

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

PRESENTATION

Evan Weinert presented the details of his proposed Eagle Scout Project: creating an outdoor classroom area near the pole barn at Elsinboro Township School.

Ms. Thomas entered the meeting (6:34 p.m.).

Motion made by Mrs. Sheffield, second by Mrs. Weber to approve the outdoor classroom area proposed by Evan Weinert for his Eagle Scout Project to be completed during the summer 2025.

VOICE VOTE: Unanimously approved

Motion Carried: 7-0-0

The Board thanked Evan for choosing Elsinboro School for his Eagle Scout Project!

APPROVAL OF MINUTES

Motion made by Mrs. Sheffield, second by Mrs. Weber to approve the regular and executive session meeting minutes of May 19, 2025 as submitted by the Board Secretary and as per the recommendation of the Chief School Administrator and Business Administrator.

VOICE VOTE: Unanimously approved

Motion Carried: 7-0-0

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

Termination of Employee

The termination of employee SMID #58560483 effective August 8, 2025.

Rescind Offer of Employment - 4th/5th Grade Math/Science Teacher

To rescind the offer of employment to Mr. Jon Bowen for the position of 4th/5th Grade Math/Science Teacher effective immediately per notification from Mr. Bowen.

Increase in Time Worked for Music Teacher

The increase in time worked from 3 days per week (60%) to 5 days per week (100%) for Barbara Schneider, Music Teacher, effective September 1, 2025. Mrs. Schneider will be shared with Lower Alloways Creek School District. She will work 2.5 days per week at Elsinboro School and 2.5 days per week at Lower Alloways Creek School.

Employment - Kindergarten Teacher

The employment of Sierra Gwinn as a Kindergarten Teacher for the 2025-2026 school year. Ms. Gwinn's start date will be September 1, 2025 and she will be paid on the BA +15 Scale, Step 1, with an annual salary of \$56,190 and benefits as per the EEA Agreement.

Employment - School Counselor/Preschool Coordinator

The employment of Julie Hofacker as a School Counselor/Preschool Coordinator for the 2025-2026 school year effective September 1, 2025 at an annual salary of \$72,000. Mrs. Hofacker will work in the capacity of School Counselor 3 days per week (60%) and in the capacity of Preschool Coordinator two days per week (40%). Her salary will be charged 60% to the general fund budget and 40% to the preschool grant budget. She will fulfill the required preschool roles of Preschool Intervention & Referral Specialist (PIRS) and Community Parent Involvement Specialist (CPIS).

Employment - Superintendent

The 2025-2028 employment contract and salary for Laural Kretzer, Superintendent. The County Office has approved Mrs. Kretzer's contract as required.

ABSTAIN: Mrs. Weber

Motion Carried: 6-0-1

Employment - Business Administrator

The 2025-2026 contract and salary for Melanie M. Allen, School Business Administrator/Board Secretary, effective July 1, 2025, through June 30, 2026. The County Office has approved Ms. Allen's contract as required.

Teaching/Staff Assignments

The teaching assignments for the 2025-2026 school year.

ABSTAIN: Mrs. Weber

Motion Carried: 6-0-1

2025-2026 Stipend Positions

The following stipend positions for the 2025-2026 School Year:

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

Academic League Advisor (\$500 per year) - Amy Weinert

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 and Glennda Nelson
Late Bus Duty (\$600/year) - Elizabeth Schneider and Amy Weinert

ABSTAIN: Mrs. Weber

Motion Carried: 6-0-1

2025-2026 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
- Musical Theater Club - Mrs. Barbara Schneider, Meeting once per week;
\$25 per hour. Sept.-May
- Elsinboro STEAM Club - Mrs. Hannah, meeting once per week, \$25 per hour. Sept.-May
- Elsinboro Yearbook Club - Ms. Minichino, meeting once per week,
\$25 per hour. Sept.-May
- Middle School Culture Club - Mrs. Hofacker, Ms. Finley, Mrs. Marts, Mrs. Morgan, Ms. Nelson,
Mrs. Simms, and Mrs. Weinert

Activities will be held during the months of September through December and staff will be paid at the rate of \$25 per hour.

Culture Club expenditures will be funded by the YSC Inter Agency Council Grant (\$7,280.00) awarded to the district.

ABSTAIN: Mrs. Weber

Motion Carried: 6-0-1

Hire Personnel Between Board Meetings

The CSA to make any necessary staff hires to fill vacancies as needed for the 2025-2026 school year. Formal Board approval will be taken at the regularly scheduled Board meeting on August 18, 2025.

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

ABSTAIN: Mrs. Weber Employment - Superintendent; Teaching/Staff Assignments; 2025-2026 Stipend Positions; 2025-2026 After-School Clubs (see above)

Motions Carried: 6-0-1

All Other Motions Carried: 7-0-0

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

PERSONNEL - SUPPORT

Unpaid Leave of Absence - M. Harris

The request from Melissa Harris for an intermittent unpaid leave of absence beginning May 31, 2025 through June 13, 2025.

Employment - Administrative Secretary

The employment of Patricia Danner as an Administrative Secretary for the 2025-2026 school year effective July 7, 2025 through June 30, 2025, at an annual salary of \$50,469.

Summer Work Hours - Office & Maintenance Staff

Summer work hours for Office Staff (Mrs. Kretzer, Ms. Allen, and the Administrative Secretary) and Maintenance Staff (Mr. Green) to be Monday through Thursday, effective June 16, 2025, through August 31, 2025.

Technology Work

Bethany Hannah for technology work for 2025-2026, beginning July 1, 2025, 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: 6-0-1

Summer Food Service Work

Kelly Finley, Food Service Director, to work on an as needed basis during the months of July, 2025 and August, 2025 based on NJ Department of Agriculture requirements at her contractual hourly rate of \$20.05 per hour.

OTHER BUSINESS

HIB Report - Approval

Approve the Superintendent's monthly Harassment, Intimidation, and Bullying Report for **May 2025** as presented:

HIB Investigations:	
Reported:	2
Completed:	2
# of incidents ruled as HIB:	0
# of incidents ruled as not falling under HIB:	2

HIB Report - Acknowledgement

Acknowledge the Superintendent's monthly Harassment, Intimidation, and Bullying Report for **June 2025** as presented:

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

Graduation Awards 2025

The attached list of scholarship awards to the graduating class of 2025.

ABSTAIN: Mrs. Weber

Motion Carried: 6-0-1

Use of Facilities

The use of facilities for the Healthy Kids Running Series from September 2025 to October 2025. Mrs. Bethany Hannah will oversee the running program held on Sundays.

ABSTAIN: Mrs. Weber

Motion Carried: 6-0-1

Bilingual Program Waiver Request 2025-2026

The submission of the Bilingual Program Waiver Request for the 2025-2026 school year to the New Jersey Department of Education by the July 31, 2025 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 June 17, 2024).

CEP Submission

The Elsinboro Township School District Comprehensive Equity Plan and authorize the CSA to submit the Plan to the Executive County Superintendent.

Policies

The following policies for a second reading and adoption (revisions as recommended by NJSBA):

CODE	POLICY	STATUS
3220/3230	State Funds; Federal Funds	Second Reading - Revisions
9200	Orientation And Training Of Board Members	Second Reading - Revisions

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

ABSTAIN: Mrs. Weber Technology Work; Graduation Awards 2025; Use of Facilities (see above)

Motions Carried: 6-0-1

All Other Motions Carried: 7-0-0

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

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

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 April 30, 2025 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 April 30, 2025, 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 April 30, 2025.

Cash Reconciliation Report

The Cash Reconciliation Report for the month of April, 2025.

Transfers

The transfers for the month of April, 2025.

Bills to be Paid

Payroll and agency for May, 2025 and the bills lists for May, 2025, June 5, 2025 and June 16, 2025.

Further, the Board authorize the Business Administrator to pay any outstanding bills due and to make any necessary transfers as required in June, 2025 and July, 2025 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.

Corrective Action Plan Updated- Collaborative Federal Desk Monitoring

The updated Collaborative Federal Desk Monitoring Corrective Action Plan for submission to the NJ Department of Education for finding Title IA B Schoolwide Programs, B1.

Social Worker Services 2025-2026

Entering into an agreement with the Mannington Township Board of Education to provide Social Worker Services for the 2025-2026 school year effective July 1, 2025 through June 30, 2026 at a cost of \$24,500. There is an increase of \$6,000 (32.4%) over the 2024-2025 school year due a change in the staff member's election of health benefits.

School Psychologist Services 2025-2026

Entering into an agreement with the Quinton Township Board of Education to provide School Psychologist Services for the 2025-2026 school year effective July 1, 2025 through June 30, 2026 at a cost of \$5,000. There is an increase of \$1,000 (25%) over the 2024-2025 school year.

Transportation for Summer Program - B.R. Williams, Inc.

Accept the quote from B.R. Williams, Inc. for transportation for the 2025 summer program at a cost of \$357.64 per diem (total cost for the program is \$5,364.60). A quote was requested from Sheppard Bus Service but not received.

ESY Tuition Contract Agreement - Quinton

The Special Education Extended School Year Tuition Contract Agreement with Quinton Township Board of Education effective July 7, 2025 through August 7, 2025 at a cost of \$6,500 for one resident Elsinboro student.

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 2025-2026 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 \$250.00 with the Administrative Secretary as custodian of the account for the 2025-2026 school year.

Lunch Prices 2025-2026

The following lunch prices for 2025-2026, reflecting no increase:

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	\$4.50	Water, 8 oz	\$.50
Lunch, adult salad	\$4.50	Snacks	Varies (\$.25-\$1.25)

2025-2026 Anticipated Contracts to be renewed, awarded or to expire during the school year per P.L. 2015, c. 47

That 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).

Annual Toilet Room Facilities for Kindergarten Approval for 2025-2026 SY

The Annual Toilet Room Facilities for Kindergarten alternate method of compliance for the 2025-2026 School Year.

Resolution No. 2025-7: Transfer to Capital Reserve

The following Resolution:

**Resolution No. 2025-7
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. 2025-8: Transfer to Tuition Reserve

The following Resolution:

**Resolution No. 2025-8
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 a Tuition Reserve account and make this transfer consistent with all applicable laws and regulations.

ROLL CALL VOTE: YES: Mr. Carlson, Mrs. Sheffield, Ms. Hogate, Mr. Sieber, Mrs. Weber, Ms. Thomas, Mrs. Delaney
Motion Carried: 7-0-0

DISCUSSION ITEMS/FYI

- Graduation - June 12, 2025
Wonderful job by Ms. Minichino, Mrs. Hannah, Mrs. Schneider, the choir, and all the teachers and staff who made the night perfect!
Elsinboro Top Eighth Grade Students 2025
 - a. Ryan Dorsey - Valedictorian
 - b. Arianna Morales - Salutatorian
- Security Drill - May 22, 2025, 10:00 am, evacuation off-site, 1 min 20 secs to evacuate, 7 min total, rainy, 75 degrees, 72 students, 18 staff. An evacuation to the gym for an off site evacuation was called by Mrs. Kretzer. All staff and students reported to the gym. Mrs. Kretzer gave a brief explanation, reviewed procedures, and students returned to class.
- Fire Drill - May 20, 2025, 2:19 pm, 1 min. 03 secs., 100 students, 24 staff, sunny 67 degrees, station 1
- Fire Drill - June 13, 2025, 10:30 AM, 1 min. 20 secs., 95 students, 22 staff, sunny 77 degrees, station #7
- Security Drill - June 13, 2025, 12:00 pm, lock down, 5 minutes, sunny, 77 degrees, 95 students, 22 staff
- June 2025 Calendar
- Enrollment - June 2025: 102 students
- Summer Camp/School - Begins 6/24 through 7/24 - 50 students for summer camp, 0 students for summer school!
- The annual Mayor's Luncheon was held on May 21. 41 students were honored!
- Mental Health Month
 - May 15th - held a sound meditation session after school for staff
 - May 20th, 21st and 22nd staff received 20 minutes of mindfulness time
 - May 27th - breakfast was provided for staff. Big thanks to Mrs. Hofacker for planning these activities.
- Bridgeton Zoo Assembly, May 23rd
- Fun Run, May 28th

- Last visit by Kim and Valda (pet therapy), May 21st
- Field Day, May 30th held Indoors
- Math Showcase, May 29th
Mrs. Weber noted that the event was broadcast on Channel 6 ABC News.
- PBIS Foam Party, June 5th
- Ice Cream Social, June 5th
- Kona Ice was provided for all students by MAPSA.

PRESIDENT'S REPORT

Communications to the Board

- A thank you note was received from Mrs. Elizabeth Yerkes.

Old Business

- Although the air conditioning units were working on the evening of graduation (June 12), some work remains. A walkthrough/inspection is scheduled for June 17, and factory start up is set for June 24. Commendations were given to the majority of the McCloskey workers and subcontractors and especially to the two McCloskey workers who made repairs and adjustments to ensure the air conditioning was functioning properly for graduation.
- Board Self Evaluation
Motion by Mr. Carlson, second by Mrs. Weber to accept, after review and discussion, the 2024-2025 Board Self Evaluation as compiled by the New Jersey School Boards Association.

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

Motion Carried: 7-0-0

New Business

- The Board meeting scheduled for July 21, 2025 will be canceled.
- School Election Petitions were distributed to candidates **Kathleen Sheffield and Madinah Thomas** who are up for reelection in November 2025. 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 28, 2025. The County Clerk's Office is located at 110 Fifth St., Suite 200, Salem, NJ 08079.

Committee Reports

None

PUBLIC COMMENT – OPEN

Joanne Nacucchio, 46 N. Burden Hill Road, (Quinton Township Board of Education member) encouraged Board member attendance at Salem City School District BoE meetings even though Elsinboro cannot have voting representation. She would like to hear Board members' thoughts and concerns and acknowledged that the high school tuition cost is a concern of Quinton's BoE as well.

Mrs. Delaney thanked Ms. Nacucchio for attending the meeting.

Eric Fizur, 618 Salem-Fort Elfsborg Road, requested the Board consider ending the requirement of school uniforms. His son has sensory issues, and it's difficult to find clothing that he will wear that adheres to the uniform requirements.

Mrs. Delaney responded that the uniform policy would be reviewed for any possible updates.

Rebecca Fizur, 618 Salem-Fort Elfsborg Road, stated that she did not receive any notice that disciplinary action was taken, no recess for one day, as a result of an incident in which her son was involved.

Mrs. Kretzer stated the situation was handled per Board policy and agreed that the parent should have been notified so follow up could be addressed at home.

EXECUTIVE SESSION

Motion made by Ms. Hogate, second by Mrs. Weber that the Board enter into Executive Session by Resolution at 7:13 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 7:42 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
- Personnel Matters - Superintendent Evaluation
- Confidential Matters per Statute or Court Matter - Student Matter

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

Motion Carried: 7-0-0

RESUME PUBLIC SESSION

Motion made by Mrs. Weber, second by Mrs. Sheffield to return to the public portion of the meeting at 7:57 p.m.

VOICE VOTE: Unanimously approved

Motion Carried: 7-0-0

Superintendent Evaluation

Motion made by Ms. Hogate, second by Mrs. Sheffield to approve the Superintendent's 2024-2025 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: Ms. Hogate, Mrs. Sheffield, Mr. Sieber, Ms. Thomas, Mr. Carlson, Mrs. Delaney

ABSTAIN: Mrs. Weber

Motion Carried: 6-0-1

ADJOURNMENT

Motion made by Mr. Carlson, second by Mrs. Weber that there being no further business to be brought before the Board that the meeting be adjourned at 7:58 p.m.

VOICE VOTE: Unanimously approved

Motion Carried: 7-0-0

Respectfully submitted,

Melanie M. Allen

Business Administrator/Board Secretary