

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Session Meeting Minutes**  
**Monday – June 19, 2006**  
**Jefferson Township Middle School Media Center**

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- A. Mrs. Servedio called the meeting to order at 8:06 PM, and read the Open Meeting Statement.
- B. Pledge of Allegiance.

C. **ROLL CALL:**

	<u>Present</u>	<u>Absent</u>
Mr. Andre	X (arrived at 7:10 PM)	
Mrs. Castiglione	X	
Mr. Chamberlain	X	
Mr. Feldmann	X	
Mr. Hanisch	X	
Mrs. Hardy	X	
Mrs. Masticola	X	
Mrs. Servedio	X	
Mr. Trignano	X	
Manny Fanarjian		X
Nicole Yatsonsky		X

**CLOSED SESSION**

Motion by Mr. Trignano, seconded by Mr. Hanisch, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19<sup>th</sup> day of June, 2006 at 7:08 PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1) and (3). The general nature of the discussion will involve matters confidential by law and personal privacy.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies, which is anticipated to be later this evening.
3. This resolution shall take effect immediately.

The meeting was called to public session at 7:58 PM.

D. **ACTING SUPERINTENDENT'S REPORT**

Mr. Kraemer reported the *Good News and Progress in Our Schools* and other year end activities. State testing reports will be presented at the July Board Meeting.

E. **PRESENTATIONS**

- MCASBO Scholarship Recipient Student Award
- Recognition of 2005/2006 Employee Retirees

F. **COMMENTS FROM THE AUDIENCE** – None.

**G. MINUTES OF MEETINGS**

**G.1** Motion that the minutes of the following meeting be approved as submitted:

May 2, 2006 – Annual Organization Meeting

MOTION: Mr. Trignano		SECOND: Mr. Chamberlain		
Name	Ayes	Nays	Abstain	Absent
Mr. Andre	X			
Mrs. Castiglione	X			
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mr. Hanisch			X	
Mrs. Hardy	X			
Mrs. Masticola	X			
Mrs. Servedio	X			
Mr. Trignano	X			

Motion that the minutes of the following meeting be approved as submitted:

May 8, 2006 – Work Session Meeting

MOTION: Mr. Trignano		SECOND: Mrs. Hardy		
Name	Ayes	Nays	Abstain	Absent
Mr. Andre	X			
Mrs. Castiglione	X			
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mr. Hanisch	X			
Mrs. Hardy	X			
Mrs. Masticola	X			
Mrs. Servedio	X			
Mr. Trignano	X			

Motion that the minutes of the following meeting be approved as submitted:

May 15, 2006 – Regular Meeting

MOTION: Mr. Trignano		SECOND: Mr. Feldmann		
Name	Ayes	Nays	Abstain	Absent
Mr. Andre			X	
Mrs. Castiglione			X	
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mr. Hanisch	X			
Mrs. Hardy	X			
Mrs. Masticola	X			
Mrs. Servedio	X			
Mr. Trignano	X			

Motion that the minutes of the following meeting be approved as submitted:

May 23, 2006 – Special Meeting

MOTION: Mr. Trignano		SECOND: Mr. Chamberlain		
Name	Ayes	Nays	Abstain	Absent
Mr. Andre	X			
Mrs. Castiglione	X			
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mr. Hanisch			X	
Mrs. Hardy	X			
Mrs. Masticola	X			
Mrs. Servedio	X			
Mr. Trignano			X	

**H. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion to accept the recommendation of the Acting Superintendent to approve and adopt motions H.1 through H.16, as described below:

- H.1** Motion to approve the list of **purchase orders** dated May 2006 in the amount of \$235,680.42.
- H.2** Motion to approve the **check journal** for the month of May 2006 in the amount of \$3,620,016.15.
- H.3** Motion to accept the **Treasurer and Secretary’s Report** dated April 30, 2006 as being in balance.
- H.4** Motion to approve the **transfer** of funds in the 2005-2006 Fiscal Year, dated April 2006 in the amount of \$404,117.54.
- H.5** Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJAC 6A:23-2.11(c)3, that as of April 30, 2006 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23-2.11(a).
- H.6** Motion to certify, in accordance with NJAC 6A:23-2.11(c)4, that as of April 30, 2006, after review of the Board Secretary’s and Treasurer’s **Monthly Financial Reports** and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been overexpended in violation of NJAC 6A:23-2.11(b), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
- H.7** Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses N.J.A.C. 6A:23B:

**WHEREAS**, The employees listed in Attachment A, are attending the named professional development seminar at such identified venues, and

**WHEREAS**, The attendance at stated function was previously approved by the Acting Superintendent, or designee, as work related and within the scope of the work responsibilities of the attendee; and

**WHEREAS**, The attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent, and

**WHEREAS**, The travel and related expenses particular to attendance at this function are in accordance with the state travel guidelines established by the Department of Treasury in NJOMB circular letter; be it

**RESOLVED**, That the Board finds the travel and related expense and the expenses particular to attendance at this previously approved function is necessary/unavoidable, be it

**RESOLVED**, That the expense is justified and therefore reimbursable (*copy attached*).

**H.8** Motion to approve change order work for the Milton School Water Service Connection project for additional unforeseen work. Work included demolition of the below-ground concrete block chamber and hydro-pneumatic tank in the amount of \$8,750.00, as recommended by the Project Engineer, Hatch Mott MacDonald.

**H.9** Motion to approve a resolution authorizing the execution and delivery of a lease purchase agreement with The Apris Group, Ltd. in the amount not to exceed \$825,270 for the following equipment: 6 school buses, maintenance, capital and various technology related equipment.

**H.10** Motion to accept the 2005-2006 **No Child Left Behind** (NCLB) Funds, in the total amount of \$81,018, as follows:

TITLE II – PART A	\$ 65,971
TITLE IV	\$ 7,552
TITLE V	\$ 7,495

**H.11** Motion to approve the Tax Payment Schedule for the 2006/2007 school year, as shown below:

<u>Month</u>	<u>Year</u>	<u>Current Expense</u>	<u>Debt Service</u>
July	2006	\$ 2,630,709.75	
August	2006	\$ 2,630,709.75	
September	2006	\$ 2,630,709.75	\$1,641,840.00
October	2006	\$ 2,630,709.75	
November	2006	\$ 2,630,709.75	
December	2006	\$ 2,630,709.75	
January	2007	\$ 2,630,709.75	
February	2007	\$ 2,630,709.75	
March	2007	\$ 2,630,709.75	\$ 442,837.00
April	2007	\$ 2,630,709.75	
May	2007	\$ 2,630,709.75	
June	2007	\$ 2,630,709.75	

**H.12** Motion to approve the renewal of the NJDOE Application for **Alternate Use of Toilet Facilities** for the 2006-07 school year for Rooms 2, 3, 4, 5, 6, 11, 12, 14 and 15 at Milton School; Rooms 101, 102, 103, 105,106, 107, 109 and 110 at Drummond School; and Rooms 115, 116, 117, 118, 119, 120 and the Library at Cozy Lake School.

**H.13** Motion to approve the renewal Application of the NJDOE **Temporary or Dual Use** for the 2006-07 school year of the following rooms:

School	Room	Temporary	Dual
Briggs	101		X
Briggs	122		X
Briggs	123		X
Drummond	108		X
Cozy Lake	115		X
Cozy Lake	118		X
Cozy Lake	Library		X
Milton	7		X

**H.14** Resolved, that subject to revision of the agreement to conform to N.J. Law, the Board authorizes the President to execute and administration to take all steps necessary to accomplish the buyout of the current copier leases and to have Municipal Capital Corporation purchase and install copiers at an annual five-year lease payment cost not to exceed \$60,598.68, such actions to accomplish a \$25,000 annual savings over current costs, and to further resolve, that the form resolution (Exhibit E, attached) for use by the Lessor be also approved.

**H.15** Motion to approve the disposal of **obsolete equipment**, in accordance with Policy #7300, Disposition of Property. (copy attached):

**H.16** Motion to approve the **food service management** company renewal between the Jefferson Township Board of Education and Sodexho Management, Inc. for the 2006-2007 school year. This motion is based on the Board finding that the prior services of this contractor have been and are being provided in an effective and efficient manner. This contract, as quoted, includes a management fee of \$0.0369 cents and an administrative fee of \$0.0686 cents per pattern meal and meal equivalent. Sodexho Management, Inc. guarantees a return of \$53,000 terms and conditions of the food service management contract between Jefferson Township Board of Education and **Sodexho Management, Inc.** for the 2006/2007 school year. This guarantee is contingent upon the following:

- A. Lunch prices of \$2.00, \$2.25, \$2.50 and Breakfast prices of \$1.00, \$1.10, \$1.30.
- B. Closed campuses for lunch
- C. Reimbursement rates not less than \$0.33, \$1.07 and \$1.37 for breakfast
- D. Reimbursement rates not less than \$0.26, \$2.02 and \$2.42 for lunch
- E. A minimum of 180 meal serving days for the 2006-2007 school year.

Meal equivalents should be the result of dividing the total of Gross Sales exclusive of Pattern Meal sales (but inclusive of cash for adult meals, a la carte food and beverage sales, snack bar, catering, vending, conferences, food service in-kind meals, or any other functions) by one dollar and 50/100 (\$1.50).

MOTION: Mr. Andre		SECOND: Mr. Trignano		
Name	Ayes	Nays	Abstain	Absent
Mr. Andre	X			
Mrs. Castiglione	X			
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mr. Hanisch	X			
Mrs. Hardy	X			
Mrs. Mastricola	X			
Mrs. Servedio	X			
Mr. Trignano	X			

**I. PERSONNEL COMMITTEE**

Motion to accept the recommendation of the Acting Superintendent to approve and adopt motions I.1 through I.4, as described below:

**I.1** Motion to appoint and submit to the County Superintendent applications for **emergent hiring** and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below: (All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts, \* denotes mentoring required)

PERSONNEL								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
<b>A. Administrative</b>								
Jeanne Howe 11-000-240-103	Appoint	Principal		\$107,641	JTMS	7/1/06	6/30/07	Replacement
Kathleen Mansbery 11-000-252-104	Appoint	Instructional Technology Coordinator		\$105,000	District	7/1/06	6/30/07	Position Realignment
Robert Fleming 11-000-252-104	Appoint	Technology Coordinator		\$85,000	District	7/1/06	6/30/07	Replacement
<b>B: Instructional</b>								
Cindy Brighton 11-204-100-101-00	Appoint	LLD Teacher	Step 13	\$52,181**	JTHS	9/1/06	6/30/07	New Position
Kathryn Davis 11-213-100-101	Change of Appointment	Special Ed Teacher	BA15 Step 3-4	\$42,980**	Briggs	9/1/06	6/30/07	New .51 Position Increase from .49 to full- time
Laura Ajaj 11-140-100-101	Change of Appointment	Mathematics Teacher	BA Step 17	\$62,172**	JTHS	9/1/06	6/30/07	New .6 Position Increase from .4 to full- time
Steven Barbato 11-140-100-101	Appoint	English Teacher	Step 1	\$40,980**	JTHS	9/1/06	6/30/07	New Position
Kelly Daly 11-130-100-101	Appoint	English Teacher	Step 1	\$40,980**	JTMS	9/1/06	6/30/07	Replacement Pending certifications
Cheryl Spencer 11-000-216-101	Appoint	Speech Specialist	BA Step 13	\$52,181**	Cozy Lake	9/1/06	6/30/07	Replacement
Dolores Bennett 11-110-100-101-29	Appoint	Long-term Sub	BA/01	\$205/diem	Milton	4/26/06	6/30/06	Leave Replacement
MW	Leave of Absence	Teacher			Milton	4/26/06	6/30/06	Medical Leave
KS	Leave of Absence	Teacher			JTHS	9/1/06	12/9/06	Disability 9/1/06 – 9/15/06 using 10 sick days – Family Leave 9/16/06 – 12/9/06

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
JD	Leave of Absence	Teacher			Stanlick	9/1/06	6/30/07	Disability 9/1/06 – 12/30/06 using 73 sick days – Family Leave 12/31/06 – 3/24/07 – Non-disability Leave 3/25/07 – 6/30/07
AC	Leave of Absence	Teacher			Cozy Lake	9/11/06	12/17/06	Disability 9/11/06 – 10/24/06 using 30 sick days – Non-disability Leave 10/25/06 – 12/17/06
Anthony Villante	Resignation	Social Studies Teacher			JTHS	7/1/06	6/30/06	3 yrs in district
Christopher Eastman 11-140-100-101-00	Appoint	Social Studies Teacher	BA Step 1	\$40,980**	JTHS	9/1/06	6/30/07	Replacement
Shannon Ferguson 11-140-100-101-00	Appoint	Social Studies Teacher	BA Step 2	\$40,980**	JTHS	9/1/06	6/30/07	New Position
Michael Warholak 11-140-100-101-00	Appoint	Industrial Arts/Robotics Teacher	BA Step 12	\$49,980**	JTHS	9/1/06	6/30/07	New Position
Kevin McCabe	Resignation	Science Teacher			JTHS	7/1/06	6/30/06	4 yrs in district
Darren Bruseo 11-140-100-101-00	Appoint	Science Teacher	MA Step 10	\$49,980**	JTHS	9/1/06	6/30/07	Replacement
Diane Savacool	Resignation	Athletic Trainer			JTHS	7/1/06	6/30/06	4 yrs in district
Matthew Kester 11-140-100-101-00	Appoint	Athletic Trainer	BA Step 8	\$45,980**	JTHS	9/1/06	6/30/07	Replacement
Marianne DiRupo 11-140-100-101-00	Appoint	Health & Physical Education Teacher	BA Step 2	\$40,980**	JTHS	9/1/06	6/30/07	Replacement
Rosemary McHugh	Appoint	Media Specialist	MA+15 Step 18 + 5 yr. long	\$79,750**	JTMS	9/1/06	6/30/07	Replacement
Mary Johnston	Appoint	Physical Science Teacher	BA+15 Step 6	\$44,980**	JTMS	9/1/06	6/30/07	Replacement
Mimely Little	Appoint	Biology Teacher .6	BA Step 4	\$25,188**	JTHS	9/1/06	6/30/07	New .6 Position
<b>C: Non-Instructional</b>								
Diane Harris	Rescind Appt	HR Coordinator			Bd Office	7/1/06	6/30/06	Not Accepting Position
Judy Gurlacz 11-000-240-105-00	Appoint	Principal's Secretary	Group IV Step 8	\$45,146**	Drummond	7/1/06	6/30/07	Replacement
Andrea Hall 11-000-219-105-00	Appoint	Special Services Secretary	Group III Step 3	\$36,096**	JTHS	7/1/06	6/30/07	Replacement
Lisa Kennedy 11-000-240-105	Appoint	Principal's Secretary	Group IV Step 3	\$39,096**	Stanlick	7/1/06	6/30/07	Replacement
Phyllis Haines 11-000-260-105-00	Appoint	Facilities Secretary	Group III Step 11	\$48,471**	Ed Fac	7/1/06	6/30/07	Replacement
James Schmitt 11-000-260-100-20	Appoint	Asst Supervisor of Maint., Grounds & Custodial Staff		\$51,000	Ed Fac	6/15/06	6/30/06	Replacement
James Schmitt	Reappointment	Asst Supervisor of Maint., Grounds & Custodial Staff		\$51,000	Ed Fac	7/1/06	6/30/07	
Michael Stevens 11-000-260-100-20	Appoint	Groundskeeper	Step 1	\$19.36/hr	Ed Fac	6/15/06	6/30/06	Replacement
Michael Stevens	Reappointment	Groundskeeper	Step 1	\$19.36/hr**	Ed Fac	7/1/06	6/30/07	
Ronald Squires 11-000-260-100-20	Appoint	Custodian	Step 1	\$17.36/hr**	Ed Fac	7/5/06	6/30/07	Replacement
Carolyn Mendoza 11-214-100-106-00	Appoint	Aide	Step 3	\$16.64/hr	Home	7/24/06	9/1/06	Not to exceed 10 hrs/wk
Carolyn Mendoza 11-214-100-106-00	Appoint	Aide	Step 3	\$16.64/hr**	Home	9/1/06	6/30/07	Not to exceed 6 hrs/wk
Amanda Sanchez 11-214-100-106-00	Appoint	Aide	Step 3	\$16.64/hr	Home	7/24/06	9/1/06	Not to exceed 10 hrs/wk
Amanda Sanchez 11-214-100-106-00	Appoint	Aide	Step 3	\$16.64/hr**	Home	9/1/06	6/30/07	Not to exceed 6 hrs/wk
Patricia Galfo 13-422-100-106-00	Appoint	Aide	Step 1	\$16.04/hr	Mine Hill	8/7/06	8/18/06	3 hrs/day w/o Benefits
Patricia Galfo 11-214-100-106-00	Appoint	Aide	Step 1	\$16.04/hr**	Mine Hill	9/1/06	6/30/07	Not to exceed 7.25 hrs/day with Benefits
Kelly Gargone	Resignation	AM BD Aide SMILE Program			JTMS	7/1/06	6/30/06	

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Diane Harris	Appoint	Classroom Aide	Step 1	\$16.04**	Briggs	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Pamela Kulick	Appoint	Classroom Aide	Step 1	\$16.04**	Briggs	9/1/06	6/30/07	3.25 hrs/day w/o Benefits
Cathy Caruso	Appoint	Shared Aide	Step 1	\$16.04**	Briggs	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Jeanne Hantson	Appoint	Classroom Aide	Step 3	\$16.64**	Briggs	9/1/06	6/30/07	6.5 hrs/day
Mary Ann Cantwell	Appoint	One to One Aide	Step 3	\$16.64**	Briggs	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Bibi Lakhicharran	Appoint	One to One Aide	Step 1	\$16.04**	Briggs	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Donna Nimmo	Appoint	Shared Aide	Step 3	\$16.64**	Stanlick	9/1/06	6/30/07	3.25 hrs/day w/o Benefits
Betty Zimmer	Appoint	Aide	Step 3	\$16.64**	Stanlick	9/1/06	6/30/07	3.25 hrs/day w/o Benefits
Cora Lee Coelho	Appoint	Aide	Step 3	\$16.64**	Stanlick	9/1/06	6/30/07	3.25 hrs/day w/o Benefits
Lisa Kasica	Appoint	Classroom Aide	Step 3	\$16.64**	Stanlick	9/1/06	6/30/07	3.25 hrs/day w/o Benefits
Linda Rogalsky	Appoint	Classroom Aide	Step 2	\$16.34**	Stanlick	9/1/06	6/30/07	3.25 hrs/day w/o Benefits
Kathleen Sadiwnyk	Appoint	One to One Aide	Step 3	\$16.64**	Stanlick	9/1/06	6/30/07	7 hrs/day
Frances McBride	Appoint	Aide	Step 3	\$16.64**	Stanlick	9/1/06	6/30/07	2 hrs/day w/o Benefits
Susan Tack	Appoint	One to One Aide	Step 3	\$16.64**	Stanlick	9/1/06	6/30/07	6.5 hrs/day
Mary Reid	Appoint	Classroom Aide	Step 3	\$16.64**	Milton	9/1/06	6/30/07	6.5 hrs/day
Sue Pielich	Appoint	Classroom Aide	Step 3	\$16.64**	Milton	9/1/06	6/30/07	3 hrs/day w/o Benefits
Francine Halczli	Appoint	Classroom Aide	Step 3	\$16.64**	Milton	9/1/06	6/30/07	3 hrs/day w/o Benefits
Betsy Decker	Appoint	Classroom Aide	Step 3	\$16.64**	Milton	9/1/06	6/30/07	3 hrs/day w/o Benefits
Susan Farley	Appoint	Classroom Aide	Step 3	\$16.64**	Milton	9/1/06	6/30/07	3 hrs/day w/o Benefits
Stacy Trautmann	Appoint	Aide	Step 3	\$16.64**	Milton	9/1/06	6/30/07	3 hrs/day w/o Benefits
Anne Towers	Appoint	Classroom Aide	Step 3	\$16.64**	Milton	9/1/06	6/30/07	6 hrs/day
Paula Langner	Appoint	Classroom Aide	Step 1	\$16.04**	Milton	9/1/06	6/30/07	3 hrs/day w/o Benefits
Alice Cassara	Appoint	Aide	Step 2	\$16.34**	Cozy Lake	9/1/06	6/30/07	3 hrs/day w/o Benefits
Sharon Swagjer	Appoint	Aide	Step 1	\$16.04**	Cozy Lake	9/1/06	6/30/07	3 hrs/day w/o Benefits
Judith Johnson	Appoint	One to One Aide	Step 3	\$16.64**	Cozy Lake	9/1/06	6/30/07	6.5 hrs/day
Pamela Kallas	Appoint	Classroom Aide	Step 3	\$16.64**	White Rock	9/1/06	6/30/07	3.25 hrs/day w/o Benefits
Audrey Kazimir	Appoint	Classroom Aide	Step 3	\$16.64**	White Rock	9/1/06	6/30/07	3.25 hrs/day w/o Benefits
Suzanne Porter	Appoint	Aide	Step 3	\$16.64**	White Rock	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Diane Pirello	Appoint	Aide	Step 3	\$16.64**	White Rock	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
V. Paccioretti	Appoint	One to One Aide	Step 3	\$16.64**	White Rock	9/1/06	6/30/07	6.5 hrs/day
Tracy Bendish	Appoint	One to One Aide	Step 2	\$16.02**	White Rock	9/1/06	6/30/07	1 hr/wk
Monica Heller	Appoint	Aide	Step 3	\$16.64**	JTMS	9/1/06	6/30/07	6.5 hrs/day
M.E. Hokenberg	Appoint	Aide	Step 3	\$16.64**	JTMS	9/1/06	6/30/07	6.5 hrs/day
Diane Wenneis	Appoint	One to One Aide	Step 3	\$16.64**	JTMS	9/1/06	6/30/07	6.5 hrs/day
Denise Gilew	Appoint	Shared Aide	Step 1	\$16.04**	JTMS	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Heidi Gallagher	Appoint	Shared Aide	Step 1	\$16.04**	JTMS	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Joyce Troy	Appoint	Classroom Aide	Step 1	\$16.04**	JTMS	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Kelly Tarsitano	Appoint	Aide	Step 1	\$16.04**	JTHS	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Donna Spaan	Appoint	Classroom Aide	Step 3	\$16.64**	JTHS	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Karen Reveal	Appoint	Classroom Aide	Step 3	\$16.64**	JTHS	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Jenifer Plevin	Appoint	Three to One Aide	Step 1	\$16.04**	JTHS	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Danielle Romeo	Appoint	Three to One Aide	Step 1	\$16.04**	JTHS	9/1/06	6/30/07	3.5 hrs/day w/o Benefits
Judy Weyer	Appoint	Classroom Aide	Step 3	\$16.64**	JTHS	9/1/06	6/30/07	6.5 hrs/day
Barbara McSorley	Appoint	Classroom Aide	Step 3	\$16.64**	JTHS	9/1/06	6/30/07	6.5 hrs/day
<b>D: Substitutes/Other</b>								
Gary Besow	Reappointment	Sub Custodian		\$12.50/hr	District	7/1/06	6/30/07	
Shawn Kiely	Reappointment	Sub Custodian		\$12.50/hr	District	7/1/06	6/30/07	
Stephanie Riker	Reappointment	Sub Custodian		\$12.50/hr	District	7/1/06	6/30/07	
Thomas Courtney	Reappointment	Sub Custodian		\$12.50/hr	District	7/1/06	6/30/07	
Michael Ciliento	Reappointment	Sub Custodian		\$12.50/hr	District	7/1/06	6/30/07	
Frank McBride	Reappointment	Sub Custodian		\$12.50/hr	District	7/1/06	6/30/07	
Louise Gerosa	Reappointment	Sub Custodian		\$12.50/hr	District	7/1/06	6/30/07	
Helen Vindici	Appoint	Sub Bus Driver		\$22.61/hr	District	7/1/06	8/31/06	
Susan Talmadge	Appoint	Sub Bus Driver		\$15.77/hr	District	7/1/06	8/31/06	
Janet Tanis	Appoint	Sub Bus Driver		\$24.11/hr	District	7/1/06	8/31/06	
Shirley Buchanan	Appoint	Sub Bus Driver		\$24.11/hr	District	7/1/06	8/31/06	
Linda Burns	Appoint	Sub Bus Driver		\$24.11/hr	District	7/1/06	8/31/06	
Louis Fascia	Appoint	Sub Bus Driver		\$15.57/hr	District	7/1/06	8/31/06	

\*\* Salary based on 2005/2006 salary guide; will be adjusted when negotiations have been completed and new guides have been adopted.



Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
<b>E. Extra Duty Pay:</b>								
James Wynne	Appoint	Vocal Music Director	Level 3	\$1,800	JTHS	2005/06	2005/06	Spring Musical
Roxanne Casciano	Appoint	Family Math		\$250				4/25, 4/27, 5/2, 5/4
Jodie Sparling	Appoint	Family Math		\$250				4/25, 4/27, 5/2, 5/4
Aladdin Kazanfer	Appoint	Curriculum Writing		\$30/hr		2005/06	2005/06	Studio/Video Production II-2 hours
Kay Richards	Appoint	Psychologist		\$453.57/diem		7/1/06	8/31/06	CST evaluations & meetings Not to exceed 9 days
Catherine Hugo	Appoint	Social Worker		\$438.57/diem		7/1/06	8/31/06	CST evaluations & meetings Not to exceed 7 days
Barbara Winson	Appoint	Speech Specialist		\$452.80/diem		7/1/06	8/31/06	CST evaluations & meetings Not to exceed 10 days
Niemah Scherlacher	Appoint	LDT-C		\$317.68/diem		7/1/06	8/31/06	CST evaluations & meetings Not to exceed 10 days
Sue Tordoff	Appoint	LDT-C		\$275.10/diem		7/1/06	8/31/06	CST evaluations & meetings Not to exceed 13 days
Suzanne Rodgers	Appoint	LDT-C		\$363.25/diem		7/1/06	8/31/06	CST evaluations & meetings Not to exceed 16 days
Danielle Kowalski	Appoint	Psychologist		\$317.68/diem		7/1/06	8/31/06	CST evaluations & meetings Not to exceed 11 days
Sherry Arnowitz	Appoint	Psychologist		\$384.22/diem		7/1/06	8/31/06	CST evaluations & meetings Not to exceed 13 days
Yolanda Sanchez	Appoint	Social Worker		\$254.90/diem		7/1/06	8/31/06	CST evaluations & meetings Not to exceed 11 days
Michael Zimmerman	Appoint	OT		\$355.14/diem		7/1/06	8/31/06	CST evaluations & meetings Not to exceed 4 days
Jodie Sparling	Appoint	Teacher		\$30.33/hr		7/1/06	8/31/06	CST meetings Not to exceed 16 hours
Mike Kalavik	Appoint	Teacher		\$60.49/hr		7/1/06	8/31/06	CST meetings Not to exceed 8 hours
Lynne Scognamiglio	Appoint	Teacher		\$31.02/hr		7/1/06	8/31/06	CST meetings Not to exceed 8 hours
Maureen Fahrer	Appoint	Teacher		\$46.90/hr		7/1/06	8/31/06	CST meetings Not to exceed 8 hours
Barbara Donnelly	Appoint	Teacher		\$32.40/hr		7/1/06	8/31/06	CST meetings Not to exceed 16 hours
Susan Pasake	Appoint	Teacher		\$42.88/hr		7/1/06	8/31/06	CST meetings Not to exceed 8 hours
Melissa Smid	Appoint	Teacher		\$30.33/hr		7/1/06	8/31/06	CST meetings Not to exceed 8 hours
Siobhan Carroll	Appoint	Teacher		\$32.40/hr		7/1/06	8/31/06	CST meetings Not to exceed 8 hours
Sue Tordoff	Appoint	Teacher		\$37.94/hr		7/1/06	8/31/06	CST meetings Not to exceed 8 hours
Theresa Norman	Appoint	LDT-C Internship		N/A		7/1/06	8/31/06	Non-paid internship

<b>Extended School Year</b>								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Helen Remshifski	Appoint	Secretary		\$16.32/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Melissa Smid	Appoint	Teacher		\$30.33/hr	Milton	7/10/06	8/4/06	3.25 hrs /day for 20 days
Christine Stewart	Appoint	Teacher		\$47.66/hr	Milton	7/10/06	8/4/06	3.25 hrs /day for 20 days
Claire Brennan	Appoint	Teacher		\$58.46/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Michelle Sprague	Appoint	Teacher		\$30.33/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days

Extended School Year								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Nick Koman	Appoint	Teacher (out of district)		\$28.26/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Susanne Porter	Appoint	Aide		\$16.64/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Susanne Porter	Appoint	Bus Aide		\$16.32/hr	Milton	7/10/06	8/4/06	2 hrs/day for 20 days
Donna Spaan	Appoint	Aide		\$16.64/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Mary Reid	Appoint	Aide		\$16.64/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Sue Headley	Appoint	Aide		\$16.04/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Ellen Oliveria	Appoint	Aide		\$16.04/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Stacey Trautmann	Appoint	Aide		\$16.64/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Anne Towers	Appoint	Aide		\$16.64/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Donna Matthews	Appoint	Aide		\$16.04/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Virginia Paccioretti	Appoint	Aide		\$16.64/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Virginia Paccioretti	Appoint	Bus Aide		\$16.32/hr	Milton	7/10/06	8/4/06	2 hrs/day for 20 days
Alice Reines	Appoint	Aide		\$16.04/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Dana Hille	Appoint	Aide		\$16.04/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Jennifer Walsh	Appoint	Nurse		\$28.95/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 12 days
Mary Decker	Appoint	Nurse		\$59.19/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 8 days
Barbara (Winson) Reidel	Appoint	Speech Therapist		\$62.46/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 12 days
Cheryl Spencer	Appoint	Speech Therapist		\$35.99/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Lauren Boucher	Appoint	Occupational Therapist		\$37.60/hr	Milton	7/10/06	8/4/06	3.25 hrs/day for 20 days
Danielle Kowalski	Appoint	Psychologist		\$43.82/hr	Milton	7/10/06	8/4/06	1 hr/wk for 4 wks
<b>JTHS Fall Coaches</b>								
Anthony Villante	Resignation	Head Varsity Football Coach			JTHS	5/26/06	5/26/06	
Brian Palumbo	Appoint	Head Boys Soccer Coach	Step 2	\$5,275.05	JTHS	Fall 2006	Fall 2006	
Joe Mattessich 11-402-100-101-00	Appoint	Head Football Coach	Step 6 +Longevity	\$8,166.50	JTHS	Fall 2006	Fall 2006	
Matthew Kester	Appoint	Athletic Trainer		\$1,500.00	JTHS	Fall 2006	Fall 2006	
Danielle Rusciano	Salary Adjustment	Asst B/G Track	Step 2	\$3,574.05	JTHS	2005/06	2005/06	Salary was incorrect in April 17, 2006 appointment.

**COURSE REIMBURSEMENTS:**

Name	Course Title	College/University	Approval #	Amount
Sandra Fisher	Geometry Content Refresher	Converse College	53	\$399.00
	Algebra II Content Refresher	Converse College	54	\$399.00
	Calculus I Content Refresher	Converse College	55	\$399.00
Carol Verzi	Calculus I Content Refresher	Converse College	56	\$399.00
	Algebra II Content Refresher	Converse College	57	\$399.00
	Geometry Content Refresher	Converse College	58	\$399.00
Karen Staples	Integrating the Internet into the K-12 Curriculum	Marygrove College	68	\$375.00
	Motivating Today's learner	Marygrove College	69	\$375.00
	Teaching Students to Get Along	Marygrove College	70	\$375.00
Kasey Savage	Seminar: Urban Life Colonial Latin America	William Paterson University	71	\$1,308.00
Joseph Guziewicz	Introduction to Hypermedia	New Jersey City University	73	\$1,134.00
Susan Tordoff	Intro to Substance Abuse	Fairfield University	83	\$585.00
Elizabeth Golas	Human Development	William Paterson University	89	\$1,428.00
Marius Petric	Mathematical Modeling in Science	Montclair State University	1	\$900.00

**I.2** Motion that the Board terminate the employment of the employee identified on Confidential A, effective May 23, 2006.

**I.3** Motion to approve the following contracted services:

Anne-Marie Ambjor	Appoint	Physical Therapist	\$70/hr	7/10/06	8/4/06	Not to exceed 64 hours totaling \$4,480
Anne-Marie Ambjor	Appoint	Physical Therapist	\$70/hr	9/1/06	6/30/07	Not to exceed 28 hrs per week for 36 weeks totaling \$70,560

**I.4** Motion to approve the job description for the following position (copy available for review):  
Instructional Technology Coordinator

MOTION: Mr. Hanisch		SECOND: Mrs. Hardy		
Name	Ayes	Nays	Abstain	Absent
Mr. Andre	X			
Mrs. Castiglione	X			
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mr. Hanisch	X			
Mrs. Hardy	X			
Mrs. Mastricola	X			
Mrs. Servedio	X			
Mr. Trignano	X			

**J. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE**

Motion to accept the recommendation of the Acting Superintendent to approve and adopt motions J.1 through J.5, as described below:

**J.1** Motion to approve application for a waiver of the New Jersey Administrative Code 6:8 3.(b)1, which requires a Principal in each school. (copy available for review)

**J.2** Motion to approve the amended Annual Field Trip List to include (copy attached):

Junior Solar Sprints – 2006 Northeast Regional Championship, Springfield, MA

**J.3** Motion to approve student placements and professional services, as indicated below:

Student	School	Tuition	Date
F/10-0	Washington Academy	\$2,825.40	Effective 6/5/06 for the remainder of the 2005/06 school year
M/13-10	Allegro	\$73,500	7/06-6/30/07
M/9-1	Allegro	\$73,500	7/06-6/30/07
M/11-8	Allegro	\$73,500	7/06-6/30/07
M/20-0	Allegro	\$73,500	7/06-6/30/07
M/16-1	Bonnie Brae/Residential/no trans	\$71,184	9/06 – 6/30/07
M/12-2	Calais/No ESY	\$36,000	9/06 – 6/30/07
M/13-3	Celebrate the Children	\$74,252	9/06 – 6/30/07
M/13-3	CTC, LLC ESY	\$6,761	7/06-8/06
F/15-0	Chancellor Academy/No ESY	\$45,434	9/06 – 6/30/07
M/17-8	Chancellor Academy/No ESY	\$45,434	9/06 – 6/30/07
M/14-10	Chapel Hill Academy/No ESY	\$45,000	9/06 – 6/30/07
M/13-10	Chapel Hill Academy/No ESY	\$45,000	9/06 – 6/30/07
M/11-2	Chapel Hill Academy/No ESY	\$45,000	9/06 – 6/30/07
M/9-9	Chapel Hill Academy	\$50,000	7/06 – 6/30/07
M/14-7	Morris-Union Jointure/DLC	\$83,646	7/06 – 6/30/07
F/18-0	ECLC	\$33,860	7/06 – 6/30/07
M/18-11	ECLC	\$33,860	7/06 – 6/30/07
F/16-0	ECLC	\$33,860	7/06 – 6/30/07
M/14-11	ECLC	\$33,860	7/06 – 6/30/07
M/17-6	ECLC/No ESY	\$30,474	9/06 – 6/30/07

Student	School	Tuition	Date
M/15-3	ECLC	\$33,860	7/06 – 6/30/07
F/16-11	ECLC/No ESY	\$30,474	9/06 – 6/30/07
M/9-2	(YCS) Geo Wash/Resident/No Trans	\$36,749	9/06 – 6/30/07
M/9-2	Occupational Therapy Consult	\$3,648	9/06 – 6/30/07
F/15-9	Holmstead School	\$36,600	9/06 – 6/30/07
F/19-0	CP Ctr/Horizon HS	\$96,042	7/06 – 6/30/07
F/15-9	Hunterdon Learning Center	\$35,165	9/06 – 6/30/07
F/13-11	Mt Lakes BOE/Mt Lks HS/No ESY	\$52,570	9/06 – 6/30/07
F/13-5	Mt. Lakes BOE/Briarcliff	\$53,570	7/06 – 6/30/07
M/9-2	Mt Lakes BOE/Lakedrive	\$53,570	7/06 – 6/30/07
M/17-3	Lakeland Andover	\$39,780	9/06 – 6/30/07
F/16-9	Lakeland Andover	\$39,780	9/06 – 6/30/07
M/17-1	Lakeview Learning Center	\$39,228	9/06 – 6/30/07
M/17-0	Matheny Med&Ed Ctr	\$80,665	7/06 – 6/30/07
M/19-10	Midland School	\$40,488	7/06 – 6/30/07
F/18-10	Mt Olive BOE/Mt Olive HS	\$21,044	7/06 – 6/30/07
F/18-10	Employment Pathways	\$8,500	9/06 – 6/30/07
M/6-2	Program for Little Learners	\$18,000	7/06 – 6/30/07
M/9-5	(ESC)Ed Servs Morris/Park Lake	\$55,090	7/06 – 6/30/07
M/13-1	(ESC)Ed Servs Morris/Park Lake	\$55,090	7/06 – 6/30/07
M/10-5	(ESC)Ed Servs Morris/Park Lake	\$51,900	9/06 – 6/30/07
M/10-5	Windsor Learning Center ESY	\$6,791	7/06 – 8/06
M/4-3	(ESC)Ed Servs Morris/Regional Day	\$55,090	7/06 – 6/30/07
M/4-3	(ESC)Ed Servs Morris/Regional Day	\$55,090	7/06 – 6/30/07
M/18-10	(ESC)Ed Servs Morris/Regional Day	\$55,090	7/06 – 6/30/07
M/13-5	(ESC)Ed Servs Morris/Regional Day-ESY	\$3,190	7/06 – 8/06
M/13-5	NJ Regional Day at Newark	\$48,812	9/06 – 6/30/07
M/19-1	Shepard Academy/No ESY	\$39,807	9/06 – 6/30/07
M/20-7	(ESC)Ed Servs Sussex/Spec Child	\$68,508	7/06 – 6/30/07
F/15-3	(ESC)Ed Servs Sussex/Spec Child	\$68,508	7/06 – 6/30/07
M/16-2	Summit Sch/Ed&Residential/No Trans	\$103,552	7/06 – 6/30/07
M/16-3	Sussex VoTech/Full Day/No Trans	\$11,340	9/06 – 6/30/07
F/10-0	Washington Academy	\$42,466	7/06 – 6/30/07
M/9-3	Washington Academy	\$42,466	7/06 – 6/30/07
M/16-6	Willow Glen Academy/Sparta	\$58,433	7/06 – 6/30/07
F/16-11	Willow Glen/Newton(Res) no trans	\$62,344	7/06 – 6/30/07
F/10-0	Windsor Learning Center	\$49,241	7/06 – 6/30/07
M/20-7	MtView Sch/no tuition-pay trans		7/06 – 6/30/07
M/15-4	Trans Ed Ctr/no tuition-pay trans		7/06 – 6/30/07
	'06-07 ESC/Morris Membership Fee	\$1,135	2006-2007

**J.4** Motion to approve the revised curriculum for the following (copy available for review):

**BUSINESS:**

Business Skills  
 Introduction to Business  
 Marketing Education I  
 Marketing Education II  
 Marketing Education Work Experience  
 Accounting I  
 Accounting IICP  
 Accounting II H  
 Personal & Business Law  
 Economics  
 Introduction to Office Suite  
 Excel  
 Desktop Publishing  
 E-Business Web Design  
 Computer Applications (Middle School)

**RELATED ARTS & TECHNOLOGY**

Introduction to Technology  
 Technology Drawing I  
 Technology Drawing II  
 Wood I  
 Wood II  
 Wood III  
 Robotics  
 Architectural Drawing IICP  
 Studio/Video Production (Middle School)  
 Television Studio Production  
 Technology, Grades 6 & 7 (Middle School)  
 Technology, Grade 8 (Middle School)

**VISUAL ARTS:**

- Introduction to Art
- Art I
- Art II
- Advanced Art
- Introduction to Fine Crafts
- Jewelry
- Ceramics
- Sculpture

**FAMILY & CONSUMER SCIENCE:**

- Child Development
- Advanced Child Development
- Introduction to Culinary arts
- Culinary Arts
- Advanced Culinary arts
- Life Skill
- Consumer Science I (Middle School)
- Consumer Science II (Middle School)
- Consumer Science III (Middle School)

**J.5** Motion to approve submission of an LLD class at JTHS for students with language and learning disabilities to the Morris County Superintendent of Schools for approval for the 2006-2007 school year.

MOTION: Mrs. Masticola		SECOND: Mrs. Hardy		
Name	Ayes	Nays	Abstain	Absent
Mr. Andre	X			
Mrs. Castiglione	X			
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mr. Hanisch	X			
Mrs. Hardy	X			
Mrs. Masticola	X			
Mrs. Servedio	X			
Mr. Trignano	X			

**J.6** Mrs. Hardy noted the enrollment as of 5/31/06:

	June 05	May 06
R. F. Drummond	104	118
Milton	204	191
Cozy Lake	276	308
Stanlick	367	365
E.T. Briggs	246	253
White Rock	484	452
<b>Total Elementary</b>	<b>1,681</b>	<b>1,687</b>
JTMS	905	905
JTHS	1,006	1062
<b>GRAND TOTAL</b>	<b>3,592</b>	<b>3,654</b>
Tuition students received	2	2
Out-of-district placement	49	56
<b>Students -Home Instruction</b>		13

**K. POLICY COMMITTEE**

Motion to accept the recommendation of the Superintendent to approve and adopt motion K.1, as described below:

**K.1** Motion to approve the **first reading** of the following *(copy available for review)*:

<u>Number</u>	<u>Title</u>
6162	Corporate Sponsorships
1323	Gifts, Grants, and Bequests

MOTION: Mrs. Hardy		SECOND: Mrs. Masticola		
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Mr. Andre	X			
Mrs. Castiglione	X			
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mr. Hanisch	X			
Mrs. Hardy	X			
Mrs. Masticola	X			
Mrs. Servedio	X			
Mr. Trignano	X			

**L. COMMITTEE REPORTS**

**Policy Committee** – Mrs. Hardy reported that the Acceptable Use Policy is under review and she reviewed committee meeting notes. The next Policy Committee is scheduled for July 12<sup>th</sup>.

**Negotiations – JTEA** – Mr. Hanisch reported that there is a negotiation meeting on June 26<sup>th</sup>.

**Personnel Committee** – Mr. Hanisch reported the status of the Middle School Principal screening process, Human Resources staffing and the Technology Department.

**Finance Committee** – Mr. Andre highlighted the agenda of the recent committee meeting.

**M. COMMUNICATIONS**

Correspondence was received regarding the following:

- Parent concern (a copy was sent to each Board Member)

**N. OLD BUSINESS** – Security System – input needed regarding type.

**O. NEW BUSINESS**

Suggest banner on website regarding Board meetings. Board meeting to be scheduled for early August regarding Superintendent search.

Mrs. Castiglione stated that at the Board Member Orientation one area of focus was on school preparation in anticipation of Bird Flu epidemic. It appears this will become a policy requirement.

**P. BOARD MEMBER COMMENTS**

Mrs. Servedio stated she will be unable to attend the JTHS graduation ceremony. Mr. Andre stated he will attend.

Board Members noted the success of year end activities.

Mr. Andre suggested that the Board should meet Mr. Plotts.

**Q. STUDENT REPRESENTATIVE COMMENTS – None.**

**R. COMMENTS FROM THE AUDIENCE**

Comments were made regarding the following:

- A suggestion was made regarding posting of positions online and on NJHIRE
- A question was raised regarding the appointment of Hall Monitors
- A question was raised regarding referendum funds
- A comment was made regarding the number of students on home instruction
- A comment was made regarding inconsistent security throughout the district.

**CLOSED SESSION**

Motion by Mr. Andre, seconded by Mrs. Hardy, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19<sup>th</sup> day of June, 2006 at 9:14 PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (3) and (8). The general nature of the discussion will involve matters confidential by law, personal privacy and employment.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies, which is anticipated to be later this evening.
3. This resolution shall take effect immediately.

The meeting was called to public session at 9:49 PM.

**S. ADJOURN**

Motion by Mr. Hanisch, seconded by Mr. Andre, that the meeting adjourn at 9:50 PM.

Respectfully submitted,

Dora E. Mylchreest  
Board Secretary