REGULAR BUSINESS MEETING

FEBRUARY 25, 2016

TABLE OF CONTENTS

ITEM	Ĺ	PAGE
A-1	CALL TO ORDER	441
A-2	ROLL CALL	441
A-3	FLAG SALUTE	441
A-4	NOTICE OF MEETING	441
A-5	APPROVAL OF MINUTES	442
A-6	SUPERINTENDENT'S REPORT	442
٠	Personnel Update	442
•	PARCC Update	442
•	Using Data to Increase Student Achievement Presentation (Katherine Thorn, Marie	442
	Hardenberg and Mark Mansour)	
•	HIB Monthly Report	442
A-7	BUSINESS ADMINISTRATOR'S REPORT	442
•	Budget Update	442
•	Items on the Agenda	442
A-8	PRINCIPAL'S REPORT	442
A-9	BOARD COMMITTEE REPORTS	442
	a. President's Report	442
	b. Committee Reports	443
A-10	<u>PUBLIC COMMENT</u> – (on policies and/or agenda items only)	443
В	OLD BUSINESS	443
С	<u>NEW BUSINESS</u>	443
C-1	<u>Finance</u>	443
	a. <u>Board of Education's Monthly Certification Budgetary Major Account/Fund Status</u>	443
	b. <u>Acceptance of Report of Treasurer of School Monies</u> – January 31, 2016	443
	c. <u>Acceptance of Board Secretary's Report</u> – January 31, 2016	443
	d. <u>Approval for Payment of Bills and Claims</u> – February 25, 2016	444
	e. <u>Line Item Transfers</u> – January 2016	444
	f. <u>Acceptance of Cafeteria Report</u> – January 31, 2016	444
	g. Bond Redemption - Series 2013	444
	h. <u>Waiver of Requirements - Special Education Medicaid Initiative (SEMI)</u>	444
	<u>Program – 2016-2017</u>	
	i. <u>Approval of Annual Payment to PERS Employer Pension Liability</u>	445
	j. <u>Approve a Student Neurological Evaluation by Dr. Poorvi Patel</u>	445
	k. Approve the Notice of Awarded E-Rate Contracts for the 2016-2017 School Year	445
C-2	Facilities	446
~ -	a. <u>Building Use Request</u>	446
C-3	Personnel	446
	a. <u>Approve Payment to Two (2) Classroom Aides for Attendance on a Class Trip</u>	446
	b. Approve a Paid Medical Leave of Absence for Joseph DeVincentis	446

REGULAR BUSINESS MEETING

<u>ITEM</u>

FEBRUARY 25, 2016

PAGE

C	<u>NEW</u>	BUSINESS -	(continued)
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C-3	Personnel	447
	c. Approve Steven Bini as a Long-Term Substitute, Position Control No. 056	447
	d. Approve the Paid Medical Leave of Absence Extension for Employee ID# 100019	447
	e. Accept the Letter of Resignation from Megan Barone, Position Control No. 041	447
	f. Accept the Letter of Resignation from Anne Rechten, Position Control No. 106	447
	g. <u>Approve Soynini Patrick as a Classroom Aide, Position Control No. 106</u>	447
	h. <u>Approve Marie Hardenberg and Daniella Rivera for the Little Bits Program</u>	447
	i. <u>Approve Emily Podolak as a School Volunteer</u>	448
	j. <u>Approve the FMLA Early Return of Sally Osmun, Position Control No. 117</u>	448
	k. Approve the Termination of Employee No. 100389	448
C-3	<u>Personnel</u> – Reopened for further discussion	448
	c. <u>Approve Steven Bini as a Long-Term Substitute, Position Control No. 056</u>	448
C-4	Miscellaneous	449
	a. Affirm the Superintendent's HIB Decision in Case No. 2015-2016-004	449
	b. <u>Approve the Two (2) Hour Delayed Opening Start Time</u>	449
	c. Approve the Roseland Education Association Sidebar	449
	d. <u>Approve the 12-Month Employee Calendar for 2016-2017</u>	449
C-5	Curriculum & Instruction	449
	a. <u>Approve the Elementary & Secondary Education Act (ESEA) 2015 Action Plan</u>	449
	b. <u>Approve Field Study Observations from Two (2) Caldwell College Students</u>	450
C-6	<u>Travel</u>	450
	a. <u>Approval of Travel and Work Related Expenses</u>	450
D	<u>CORRESPONDENCE</u>	451
E	PUBLIC COMMENT	451
F	ANNOUNCEMENT OF MEETING – Regular Business Meeting – March 16, 2016	451
G	RESOLUTION FOR CLOSED SESSION	451
Η	ADJOURNMENT TO CLOSED SESSION	451
I	REOPEN TO PUBLIC SESSION	451
С	NEW BUSINESS	452
C-3	Personnel	452
	k. Approve the Termination of Employee No. 100389	452
J	MOTION TO ADJOURN	452

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

PRESENT BOARD MEMBERS

Mr. Gorman Mrs. Perrotti Mrs. Gordon

ABSENT

Mrs. DiGiacomo Mr. Goldstein

MEETING

Business Meeting

February 25, 2016

<u>TIME</u>

DATE

7:35 p.m.

ADJOURNED

10:40 p.m.

PLACE

Lester C. Noecker School

/ OTHERS PRESENT

- Mrs. Gross Mr. Bohm Ms. Greenwald Ms. Thorn Mr. Burke, The Progress (6) Staff (2) Citizens
- A-1 CALL TO ORDER Mrs. Gordon
- A-2 ROLL CALL Mr. Bohm

A-3 FLAG SALUTE

A-4 NOTICE OF MEETING

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Roseland Board, in the County of Essex has caused notice of this meeting to be published by having the date, time and place thereof posted. The notice was mailed to the Progress (newspaper of record) and the Star Ledger and to those persons or entities requesting notification, filed with the municipal clerk of Roseland, and posted at the Lester C. Noecker School, Roseland, NJ.

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

A-5 APPROVAL OF MINUTES

MOTION by Mrs. Perrotti, SECOND by Mr. Gorman that the minutes of the Regular Board Meeting – January 21, 2016 be approved.

ROLL CALL: Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

A-6 SUPERINTENDENT'S REPORT

- Personnel Update Mr. Steven Bini was proposed as a long term substitute for Mr. DeVincentis. Megan Barone, a Kindergarten teacher has resigned. Interviews are now being conducted. Anne Rechten, an aide, has resigned. The replacement aide declined the position, so the search is continuing.
- PARCC Update Mrs. Gross presented a Power Point presentation regarding the Roseland test results.
- Using Data to Increase Student Achievement Presentation (Katherine Thorn, Marie Hardenberg and Mark Mansour) An informative presentation discussing how data is used to increase student achievement.
- HIB Monthly Report There were no HIB incidents.

A-7 BUSINESS ADMINISTRATOR'S REPORT

- Budget Update Mr. Bohm updated the Board on the progress of the budget, explained that the preliminary budget must be submitted to the County Office by March 16th and that the final budget will be submitted by the last week in April.
- Items on the Agenda The Business Administrator discussed the bond redemption and the reason for the SEMI waiver.

A-8 PRINCIPAL'S REPORT

A-9 BOARD COMMITTEE REPORTS

a. President's Report – Mrs. Gordon touched on various agenda items. She commended Mrs.
Gross' article which reflects very well on Roseland. The Board President commented on the Read Across America program and NJ State legal and State Budget updates. Lastly, she mentioned that the March 16th board meeting will deal with the budget, and ethics training.

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

C <u>NEW BUSINESS</u>

A-9 **<u>BOARD COMMITTEE REPORTS</u>** - (continued)

b. Committee Reports – Mrs. Perrotti delivered an HSA report, touching on the Shoparoo program whereby persons can earn points for funds to the HSA. The Cloverleaf Tavern is donating a percentage of Roseland residents' bill to the district, and Casino Night will be at the Hanover Manor.

A-10 <u>PUBLIC COMMENT</u> – (on policies and/or agenda items only)

Questions and comments regarding debt redemption, preferences for the one and one-half hour (1.5) delayed opening, and the PARCC presentation were made.

B <u>OLD BUSINESS</u>

None.

C <u>NEW BUSINESS</u>

C-1 Finance

a. Board of Education's Monthly Certification Budgetary Major Account/Fund Status

It is the RECOMMENDED MOTION of the Superintendent: "that pursuant to <u>N.J.A.C.</u> 6:23-2.12(c)4, the district certifies that as of January 31, 2016 after review of the secretary's monthly financial report (appropriations section) 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 <u>N.J.A.C.</u> 6:23-2.12(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year." *(Board Goal No. 3)*

b. Acceptance of Report of Treasurer of School Monies – January 31, 2016

It is the RECOMMENDED MOTION of the Superintendent: "to accept the Report of Treasurer of School Monies for the period ending January 31, 2016." (*Board Goal No. 3*)

c. <u>Acceptance of Board Secretary's Report</u> – January 31, 2016

It is the RECOMMENDED MOTION of the Superintendent: "to accept the Board Secretary's Report for the period ending January 31, 2016." (*Board Goal No. 3*)

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

C <u>NEW BUSINESS</u>

- C-1 <u>Finance</u> (continued)
 - d. <u>Approval for Payment of Bills and Claims</u> February 25, 2016

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following Payment of Bills and Claims for the period ending February 25, 2016: (*Board Goal No. 3*)

General Fund	\$310,292.90
Fund 60	\$15,382.98"

e. <u>Line Item Transfers</u> – January 2016

It is the RECOMMENDED MOTION of the Superintendent: "to approve the Budget Transfers for the months of January, 2016 in the amount \$43,757.89." (*Board Goal No. 3*)

f. <u>Acceptance of Cafeteria Report</u> – January 31, 2016

It is the RECOMMENDED MOTION of the Superintendent: "to accept the Cafeteria Report for the period ending January 31, 2016." (*Board Goal No. 3*)

g. Bond Redemption - Series 2013

It is the RECOMMENDED MOTION of the Superintendent: "to approve a total Series 2013 interest payment of \$118,300.00 on March 1, 2016 to The Chase Manhattan Bank for the Roseland Board of Education." (*Board Goal No. 3*)

h. <u>Waiver of Requirements - Special Education Medicaid Initiative (SEMI) Program - 2016-2017</u>

It is the RECOMMENDATION of the Superintendent: "to approve the following resolution:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2016-2017 budget year, and

Whereas, the Roseland Board of Education desires to apply for this waiver due to the fact that it projects having fewer than forty (40) Medicaid eligible classified students for the 2016-2017 budget year, and

Now Therefore Be It Resolved that the Roseland Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

C <u>NEW BUSINESS</u>

C-1 Finance - (continued)

h. <u>Waiver of Requirements - Special Education Medicaid Initiative (SEMI) Program - 2016-2017</u> - (continued)

County of Essex an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2016-2017 school year." (Board Goal No. 3)

i. Approval of Annual Payment to PERS Employer Pension Liability

It is the RECOMMENDED MOTION of the Superintendent: "to approve the annual payment of the PERS Employer Pension Liability in the amount of \$104,893.00." (*Board Goal No. 3*)

j. Approve a Student Neurological Evaluation by Dr. Poorvi Patel

It is the RECOMMENDED MOTION of the Superintendent: "to approve a neurological evaluation for Student No. 4001749941 by Dr. Poorvi Patel at a cost of \$400.00."

k. Approve the Notice of Awarded E-Rate Contracts for the 2016-2017 School Year

It is the RECOMMENDED MOTION of the Superintendent: "to approve the submission of E-Rate Form 471 to E-Rate Consultants LLC and approve the agreements below following a period of open solicitation of multiple quotes for the 2016-2017 school year through the e-rate process:

Comcast Monmouth Telecom Promedia Verizon"

New Business Matters, Section C-1 Finance (MOTION by Mr. Gorman, SECOND by Mrs. Perrotti to approve Items a. through k.)

ROLL CALL: Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

C <u>NEW BUSINESS</u>

C-2 Facilities

a. <u>Building Use Request</u>

It is the RECOMMENDED MOTION of the Superintendent: "to approve the following Building Use Requests:

Organization Dates		Day(s)	Time(s)	Purpose	Room/Area
HSA Lego Robotics	4/18, 4/25, 5/2, 5/9, 5/16, 5/23/16	Mondays	3:30 pm-4:30 pm	Brainy Robots	Classrooms
EdTech Team Bootcamp	5/10/16	Tuesday	8:30 am-3:30 pm	Google Training	Media Ctr, MPR & Classrooms

(District Goal No. 2, Board Goal No. 3)

New Business Matters, Section C-2 Facilities (MOTION by Mrs. Perrotti, SECOND by Mr. Gorman to approve Item a.)

ROLL CALL: Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

C-3 <u>Personnel</u>

a. <u>Approve Payment to Two (2) Classroom Aides for Attendance on a Class Trip</u>

It is the RECOMMENDED MOTION of the Superintendent: "to approve the retroactive payment to the following classroom aides for accompanying 3rd grade students on a field trip to Buehler Challenger on January 20, 2016, not to exceed one (1) hour at the rates below:

Erik Mortensen	\$18.30/hr.
Anne Rechten	\$15.16/hr."

b. Approve a Paid Medical Leave of Absence for Joseph DeVincentis

It is the RECOMMENDED MOTION of the Superintendent: "to approve a paid medical leave of absence for Joseph DeVincentis, a sixth grade teacher, Position Control No. 056, by use of thirty-nine (39) sick days commencing February 4, 2016 through April 1, 2016. The anticipated return date is April 4, 2016."

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

C <u>NEW BUSINESS</u>

C-3 <u>Personnel</u> - (continued)

c. Approve Steven Bini as a Long-Term Substitute, Position Control No. 056

It is the RECOMMENDED MOTION of the Superintendent: "to approve Steven Bini as a long-term substitute, for Joseph DeVincentis, Position Control No. 056, on BA, Step 3, at an annual salary of \$50,485.00, pro-rated salary of \$20,698.00, from February 26, 2016 to the last day of school in June, 2016."

d. <u>Approve the Paid Medical Leave of Absence Extension for Employee ID# 100019</u>

It is the RECOMMENDED MOTION of the Superintendent: "to approve the paid medical leave of absence for Employee ID# 100019 from February 19, 2016 to March 11, 2016. The anticipated return date is March 14, 2016."

e. Accept the Letter of Resignation from Megan Barone, Position Control No. 041

It is the RECOMMENDED MOTION of the Superintendent: "to accept the letter of resignation from Megan Barone, Position Control No. 041, effective March 31, 2016."

f. Accept the Letter of Resignation from Anne Rechten, Position Control No. 106

It is the RECOMMENDED MOTION of the Superintendent: "to accept the letter of resignation from Anne Rechten, a classroom aide, Position Control No. 106, effective February 22, 2016."

g. Approve Soynini Patrick as a Classroom Aide, Position Control No. 106

It is the RECOMMENDED MOTION of the Superintendent: "to approve Soynini Patrick as a classroom aide, Position Control No. 106, at a salary of \$17.00/hour, with no benefits effective February 26, 2016."

h. Approve Marie Hardenberg and Daniella Rivera for the Little Bits Program

It is the RECOMMENDED MOTION of the Superintendent: "to approve Marie Hardenberg at an hourly rate of \$50.37 and Daniella Rivera at an hourly rate of \$45.76 to receive professional development not to exceed one (1) hour on alternating weeks for the Little Bits program from March 2, 2016 to April 6, 2016."

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

C <u>NEW BUSINESS</u>

C-3 <u>Personnel</u> - (continued)

i. Approve Emily Podolak as a School Volunteer

It is the RECOMMENDED MOTION of the Superintendent: "to approve Emily Podolak as a volunteer in the school for the 2015-2106 school year at no cost to the Board."

j. Approve the FMLA Early Return of Sally Osmun, Position Control No. 117

It is the RECOMMENDED MOTION of the Superintendent: "to approve the early return of Sally Osmun, Position Control No. 117, on February 11, 2016 from her Family Medical Leave originally scheduled to return on February 18, 2016."

k. Approve the Termination of Employee No. 100389

It is the RECOMMENDED MOTION of the Superintendent: "to approve the termination of Employee No. 100389, Position Control No. 027, effective February 26, 2016."

New Business Matters, Section C-3 Personnel MOTION by Mr. Gorman, SECOND by Mrs. Perrotti to approve Items a. through k. Resolution g. was removed.

ROLL CALL: *Mr. Gorman, *Mrs. Perrotti, Mrs. Gordon. All Ayes. *Except Resolution c. Resolution c. Tabled.

C-3 <u>Personnel</u> - Reopened for further discussion.

c. <u>Approve Steven Bini as a Long-Term Substitute, Position Control No. 056</u>

It is the RECOMMENDED MOTION of the Superintendent: "to approve Steven Bini as a long-term substitute, for Joseph DeVincentis, Position Control No. 056, on BA, Step 3, at an annual salary of \$50,485.00, pro-rated salary of \$20,698.00, from February 26, 2016 to the last day of school in June, 2016."

MOTION by Mr. Gorman, SECOND by Mrs. Perrotti to approve C-3 Personnel Item c.

ROLL CALL: Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

C <u>NEW BUSINESS</u>

C-4 Miscellaneous

a. Affirm the Superintendent's HIB Decision in Case No. 2015-2016-004

It is the RECOMMENDED MOTION of the Superintendent: "that the Board hereby affirms the Superintendent's decision in HIB Investigation No. 2015-2016-004 for the reasons set forth in the Superintendent's Report to the Board and requests a copy of the Board's decision be sent to the affected student's parents forthwith." (District Goal No. 2, Board Goal No. 1)

b. Approve the Two (2) Hour Delayed Opening Start Time

It is the RECOMMENDED MOTION of the Superintendent: "to approve the change in delayed opening start time from one and one-half hours (1-1/2) to two (2) hours." (District Goal No. 2, Board Goal No. 1)

c. <u>Approve the Roseland Education Association Sidebar</u>

It is the RECOMMENDED MOTION of the Superintendent: "to approve the sidebar agreement for the 2015-2016 school year between the Roseland Board of Education and the Roseland Education Association for the 2015-2018 collective bargaining agreement." *(District Goals No. 1 and 2, Board Goal No. 1)*

d. <u>Approve the 12-Month Employee Calendar for 2016-2017</u>

It is the RECOMMENDED MOTION of the Superintendent: "to approve the 12-Month Employee Calendar for the 2016-2017 school year."

New Business Matters, Section C-4 Miscellaneous (MOTION by Mrs. Perrotti, SECOND by Mr. Gorman to approve Items a. through d.)

ROLL CALL: *Mr. Gorman, *Mrs. Perrotti, Mrs. Gordon. All Ayes. *Except Resolutions b. and c. Resolutions b. and c. Tabled.

C-5 <u>Curriculum & Instruction</u>

a. <u>Approve the Elementary & Secondary Education Act (ESEA) 2015 Action Plan Participation</u> <u>Rate & Assurances</u>

It is the RECOMMENDED MOTION of the Superintendent: "to approve the ESEA 2015

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

C <u>NEW BUSINESS</u>

C-5 <u>Curriculum & Instruction</u> - (continued)

a. <u>Approve the Elementary & Secondary Education Act (ESEA) 2015 Action Plan Participation</u> <u>Rate & Assurances</u> - (continued)

Action Plan Participation Rate & Assurances during the 2015-2016 school year as mandated by the State." (District Goals No. 1 and 2, Board Goal No. 1)

b. <u>Approve Field Study Observations from Two (2) Caldwell College Students</u>

It is the RECOMMENDED MOTION of the Superintendent: " to approve the following two (2) students for a field study observations:

Student Name	College/University	Hours	Dates	Assigned to
Jessica Mellen	Caldwell University	9 hours	TBD	Ann-Marie Petrarca
Rocco Carnavale	Caldwell University	5 hours	TBD	Michael Megaro"

New Business Matters, Section C-5 Curriculum & Instruction (MOTION by Mr. Gorman, SECOND by Mrs. Perrotti to approve Items a. and b.)

ROLL CALL: Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

C-6 <u>Travel</u>

a. <u>Approval of Travel and Work Related Expenses</u>

"RESOLVED that in accordance with the travel policy adopted at the public meeting on April 29, 2010, the Board hereby approves the payment of the following travel related expenses, which is effective as of the date set forth below: *(District Goals No. 1, 2, and 3)*

Staff Member:	Marie Hardenberg
Event:	NJ Council for Exceptional Children
Location:	Ramapo College, Mahwah, NJ
Purpose:	Workshop and Facilitator
Date:	March 14, 2016
Cost:	No cost to the Board"

New Business Matters, Section C-6 Travel (MOTION by Mr. Gorman, SECOND by Mrs. Perrotti to approve Item a.)

ROLL CALL: Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

D <u>CORRESPONDENCE</u>

A member of the community shared thoughts regarding the use of facilities by private organizations and stricter enforcement to protect taxpayers. The district is taking proactive steps to verify rosters, but will also revisit the matter in committee.

E <u>PUBLIC COMMENT</u>

Comment on the delayed opening time.

F <u>ANNOUNCEMENT OF MEETING</u> – Regular Business Meeting – March 16, 2016

G RESOLUTION FOR CLOSED SESSION

It is the RECOMMENDED MOTION: "that the following Resolution for Closed Session be approved:

RESOLVED by the Board of Education of the Borough of Roseland that it shall meet in Closed Session this evening following the regular business meeting to discuss matters relating to personnel and legal.

The Board will publicly disclose information pertaining to topics discussed as soon thereafter as possible and once the reasons for non-disclosure no longer exist.

The topics to be discussed are within the exemption which are permitted to be discussed in private session pursuant to P.L. 1975, Chapter 231.

The Board may take action after closed session."

MOTION by Mr. Gorman, SECOND by Mrs. Perrotti to adjourn to closed session.

ROLL CALL: Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

H ADJOURNMENT TO CLOSED SESSION

Time: 9:55 p.m.

I REOPEN TO PUBLIC SESSION

Time: 10:30 p.m.

MINUTES REGULAR BUSINESS MEETING FEBRUARY 25, 2016

C <u>NEW BUSINESS</u>

C-3 Personnel

k. Approve the Termination of Employee No. 100389

It is the RECOMMENDED MOTION of the Superintendent: "to approve the termination of Employee No. 100389, Position Control No. 027, effective February 26, 2016."

New Business Matters, Section C-3 Personnel MOTION by Mrs. Perrotti, SECOND by Mr. Gorman to approve Item k.

ROLL CALL: Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

J MOTION TO ADJOURN

MOTION by Mr. Gorman, SECOND by Mrs. Perrotti to adjourn.

ROLL CALL: Mr. Gorman, Mrs. Perrotti, Mrs. Gordon. All Ayes.

Time: 10:40 p.m.

Respectfully submitted,

Jason Bohm. Business Administrator/Board Secretary