

**SOMERS POINT BOARD OF EDUCATION
SOMERS POINT, NEW JERSEY**

**MINUTES OF THE REGULAR BOARD OF EDUCATION MEETING
December 19, 2018**

Staci Endicott, President, called the Somers Point Board of Education Meeting to order at 4:10 P.M. at the Jordan Road School.

Adequate notice of this meeting has been provided to two newspapers, posted on the bulletin board of City Hall and on the doors of the three schools as required in the Open Public Meeting Act, Chapter 231, and P.L.1975.

Mrs. Broomall led the Board of Education and the members of the public present in the salute to the flag.

MEMBERS PRESENT: Karen Broomall, Staci Endicott, John Conover, Mike Sweeder, Nick Wagner; Jennifer Panas arrived at 4:40 PM

MEMBERS ABSENT: *None*

OTHERS PRESENT: Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools (remotely)
Susan Irons, Board Secretary
Brett Gorman, Esq.

Board Member Resignation

Motion was made by Mr. Conover, second by Mrs. Broomall to accept the resignation of Anthony Zappile as a member of the Somers Point Board of Education, effective December 12, 2018. Motion carried unanimously on roll call vote.

Executive Session

Motion was made at 4:12 P.M by Mr. Conover, second by Mrs. Broomall that the following resolution be adopted:

- Be it resolved by the Board of Education of the City of Somers Point in the County of Atlantic, NJ that upon passage of this Resolution they go into Executive Session to discuss the following matters:
Personnel.
- Be it further resolved that discussions held in private session regarding said matters will be disclosed to the public as soon as a decision is made upon the same. Motion carried unanimously.

Re-Open to the Public

Motion was made at 4:56 PM by Mr. Conover, second by Mrs. Broomall that the meeting be reopened to the public. The President of the Board of Education stated that while in Executive Session, the Board had discussed: *Personnel.*

Appointment of New Board Member

Motion was made by Mr. Wagner, second by Mr. Conover to approve Richard Gray to fill the vacant seat for a one (1) year unexpired term. Motion carried on roll call vote with abstentions by Mrs. Broomall and Mr. Sweeder.

Public Forum

None

Approval of Minutes

Motion was made by Mrs. Broomall, second by Ms. Panas that the following meeting minutes be approved as presented, amended and available for release to the public upon request and according to policy:

- a. Regular and Executive Meeting Minutes of the following (Exhibit 8)
 - November 20, 2018

Motion carried unanimously on roll call vote.

Presentation:

- Ms. Endicott spoke about Mrs. Broomall as a Board member. They presented Mrs. Broomall with a plaque, flowers and a cake.
- Ms. Supp recognized Jamie Ireland for her compassion in helping her fellow student.

Communications/Correspondence

None

Committee Reports

Finance – Mr. Conover – Chair

- Mr, Conover spoke regarding the budget and negotiations

Student and Community Affairs – Ms. Endicott – Chair

- *No report*

Instruction – Ms. Endicott – Chair

- *No report*

Negotiations committee – Mr. Sweeder – Chair

- Mr. Sweeder informed the Board of Education the committee met for the third time and scheduled a meeting for January.

Foundation of Education Liaison – Mr. Sweeder

- *No report*

City Council Liaison – Ms. Endicott

- *No report*

Superintendent’s Report

HIB Reporting

The Board acknowledges the HIB incident reports (Exhibit 8a) were reported for the Somers Point School District from November 12, 2018 through December 13, 2018 in accordance with N.J.A.C. 6A:16-7.1.

Motion was made by Mrs. Broomall, second by Mr. Conover to approve acknowledgement of the HIB Reports dated October 11, 2018 through November 12, 2018 according to N. J. A. C. 6A:-7.1. Motion carried unanimously on roll call vote.

Agreements/Applications/Contracts

Tuition Agreements- 2018/19 school year – Middle Township Public Schools

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the 2018/19 SY Tuition Agreement for an out-of-district student attending Middle Township Public Schools for a cost of \$9,788.00.

<i>Grade</i>	<i>School Attending</i>	<i>School Year Tuition</i>
Kindergarten	Middle Township Public Schools (displaced)	\$9,788.00

Motion carried unanimously on roll call vote.

Maintenance Agreement – 2018/19 school year – Energy Services LLC

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the maintenance agreement with Energy Services LLC for one inspection of the nine AAON rooftop units at a cost of \$3,875.00. Motion carried unanimously on roll call vote.

Tuition Agreements – 2018-19 school year – Y.A.L.E. School

Motion was made by Mr. Conover, second by Mrs. Broomall to approve the 2018/19SY Tuition Agreement for an out-of-district student attending the Y.A.L.E. School in Northfield, NJ for a prorated cost of \$63,989.10.

<i>Student ID</i>	<i>Grade</i>	<i>School Attending</i>	<i>School Year Tuition</i>
999105	5	Y.A.L.E. School, Northfield, NJ	\$63,989.10

Motion carried unanimously on roll call vote.

Curriculum

Strengthening Families Program

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the *Strengthening Families Program* provided by *Atlantic Prevention Resources* for district Guidance and or member of Administrative team and 10 – 12 families with children attending Somers Point Schools between the ages of 10 and 14. Motion carried unanimously on roll call vote.

Boys Basketball Schedule

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the following Boys Basketball schedule for the 2018/19 school year.

**Somers Point Boys Basketball
Division 1
All Games begin at 3:45**

Linwood Holiday Tournament: Double elimination Tournament begins 12/12/18. Games Dates and times TBA

<i>Date</i>	<i>Home</i>	<i>Away</i>
Monday 01/07/19	Somers Point	Northfield
Tuesday 01/08/19 boys will play at Stockton University vs. Wildwood at 6:15 PM		
Wednesday 01/0-9/19	Upper Township	Somers Point
Monday 01/14/19	Linwood	Somers Point

Full JV game to follow Varsity

Wednesday 01/06/19	Somers Point	Galloway
Tuesday 01/22/19	Hamilton Township (Davies)	Somers Point
Thursday 01/24/19	Northfield	Somers Point
Monday 01/28/19	Somers Point	Upper Township
Wednesday 01/30/19	Somers Point	Hamilton Township (Davies)
Wednesday 02/06/19	Somers Point	Linwood

Full JV game to follow Varsity

Monday 02/11/19	Galloway	Somers Point
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Northfield Invitational Tournament: Date TBA

Motion carried unanimously on roll call vote.

Facilities

Facility Use

Motion was made by Mr. Conover, second by Mrs. Broomall to approve the following Use of Facility request:

<i>Group/Organization</i>	<i>Dates</i>	<i>Purpose</i>	<i>Fee/Cost</i>
Somers Point Basketball D. Foreman, Coach	11/15/18 – 04/01/19 Wednesdays and Thursday, excluding holidays and weather closings	Practice for travel basketball league	N/C
E. Melhorn	12/11/18	8 th grade dance meeting	N/C
P. Pallitto – CER	12/12/18	Parent information meeting for Jr. play	N/C
D. Kallen Boys Basketball	12/12/18 – 02/19/19	Basketball Practice	N/C
D. Kallen	12/14/18	Stokes informational meeting for parents	N/C
P. Pallitto – CER	12/18/18	Jr. Play auditions	N/C

Somers Point Street Hockey	01/14/19	Individual and team pictures	N/C
P. Pallitto – CER	01/09/19 – 04/16/19 Wednesdays/Fridays – January Tuesdays/Fridays – February	Play rehearsal	N/C
K. Tucker Learning Forward NJ	01/24/19	LFNJ Regional Professional Development	N/C
Somers point Arts Commission	02/06/19 – 03/27/19 Wednesdays in February and March	To present 8 sessions to the public “Writing Poetry Your Way”	N/C
P. Pallitto – CER	05/02/19 & 05/03/19	Dress rehearsal for junior play	N/C

Motion carried unanimously.

Finance

Out of District Professional Development

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the out-of-district professional development travel and mileage expenses as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Staff Member</i>	<i>Professional Development</i>	<i>Date</i>	<i>Location</i>	<i>Cost</i>	<i>Travel</i>
D. Lee J. Parker D. Kallen	AtlantiCare Grant Workshop	01/09/19	Galloway, NJ	N/C	Y
K. Tucker	NJ Association of Math Supervisors Meeting and Professional Learning	01/29/19	Sewell, NJ	N/C	Y
S. Christopher	Time Saving Strategies to Integrate SLP Interventions into Classrooms	02/04/19	Cherry Hill, NJ	\$259.00	Y
D. McGhee	NJ Conference for Pre-K Teachers	02/25/19 & 02/26/19	Atlantic City, NJ	\$419.00	Y
M. CarneyRay-Yoder	NJASA TECHSPO	01/31/19 – 02/01/19	Wildwood, NJ	\$450.00	Y
K. Tucker	NJPEPL Workshop	01/09/19	Trenton, NJ	N/C	Y
J. Lick K. Unger	Teaching Gold Strategies	01/14/19	Clementon, NJ	N/C	Y

Motion carried unanimously on roll call vote.

In-District Professional Development

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the following in-district professional development:

<i>Name</i>	<i>Professional Development</i>	<i>Date</i>	<i>Cost</i>
M. Wagner P. Jensen K. Willett C. Smith K O'Brien J. Beagan	Fundations Training	01/09/19	\$39/hr per teacher for after school workshop attendance
P. Pallitto D. Pollock K. Tardiff C. Genna E. Ford	Best Practices for Middle School Homework 2:45 PM – 3:45 PM	01/10/19	\$39/hr per teacher for after school workshop attendance
P. Pallitto D. Pollcok K. Tardiff C. Genna E. Ford	Standards-Based Grading for Middle School	01/16/19	\$39/hr per teacher for after school workshop attendance
E. Rahter S. Faber S Johansen D Haas	Fundations Training	01/0/19	\$39/per hour per teacher for after school workshop

Motion carried unanimously on roll call vote.

2018-19 AtlantiCare Healthy Schools Mini Grant

Motion was made by Mr. Conover, second by Mrs. Broomall to submit and accept a 2018/19 \$800.00 *AtlantiCare Healthy Schools Mini Grant* awarded to both Dawes Avenue School and Jordan Road School. Motion carried unanimously on roll call vote.

2018-19 AtlantiCare Healthy Schools Mini Grant

Motion was made by Mr. Conover, second by Mrs. Broomall to submit and accept a 2018/19 \$1,500.00 *AtlantiCare New Edible Garden Grant* awarded to New York Avenue School. Motion carried unanimously on roll call vote.

Referee Fees

Motion was made by Mr. Conover, second by Mrs. Broomall to approve the \$78.00 per game basketball referee fee for the 2018/19 school year. Two referees per game. Motion carried unanimously on roll call vote.

Power Save School Program Grant

Motion was made by Mr. Conover, second by Mrs. Broomall to approve the Power Save School Program Grant application. Motion carried unanimously on roll call vote.

Personnel

Substitute Personnel

Motion was made by Mr. Wagner, second by Mrs. Broomall to approve the following substitute personnel for the 2018/19 school year, as recommended Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

New Substitute Personnel- Pending criminal history review and Pre Employment Resources P.L. 2018, c5

<i>Name</i>	<i>Position</i>	<i>Degree</i>	<i>College.University</i>
Joseph Costa	Substitute Teacher	60+ credits	Rowan University
Larisa Averbakh	Permanent Substitute Teacher	MA	Hebrew Union College
Robert Derbyshire	Permanent Substitute Teacher	BA	Rowan University
Amber Henry	Permanent Substitute Teacher	BA	Stockton University
Michael McGlynn	Permanent Substitute Teacher	BA	Ramapo College of NJ

Motion carried unanimously on roll call vote.

Adjustment of Hours

Motion was made by Mr. Wagner, second by Mrs. Broomall to approve the increase of daily hours for *Marilyn Barlow* from 5 hours to 7 hours per day at an hourly rate of \$25.97 effective December 11, 2018 through TBD, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Motion carried unanimously on roll call vote.

Revised Schedule "B" Coaching Personnel and Stipend

Motion was made by Mr. Wagner, second by Mrs. Broomall to approve the following personnel and stipend for the 2018/19 school year Schedule "B" coach position effective 09/01/2018 through 06/30/2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Sport</i>	<i>Name</i>	<i>Stipend</i>
Cross Country	Nathan Garza	\$2,630

Motion carried unanimously on roll call vote.

Salary Increase for Accounts Payable Personnel

Motion was made by Mr. Wagner, second by Mrs. Broomall to approve the annual prorated salary increase from \$52,910 to \$53,820 for *Kelly Kimak, Accounts Payable Clerk*, effective January 01, 2019 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Motion carried unanimously on roll call vote.

Unpaid Leave of Absence

Motion was made by Mr. Wagner, second by Mrs. Broomall to approve the following unpaid leave of absence request as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Name</i>	<i>Position/School</i>	<i>Date</i>	<i>Reason</i>
Courtney Kappock	PT Special Ed. Teacher/DWS	01/29/19 – 02/14/19	FMLA

Motion carried unanimously on roll call vote.

Resignation/Retirement

Motion was made by Mr. Wagner, second by Mrs. Broomall to approve, with regret, the resignation/retirement of the following, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Name</i>	<i>Position/School</i>	<i>Date of Resignation/Retirement</i>	<i>Purpose</i>
Kathleen Tenaglia	PT Gifted and Talented Teacher/DWS	11/27/18	Resignation

Motion carried unanimously on roll call vote.

Stokes Chaperones – 2018/19 School Year

Motion was made by Mr. Wagner, second by Mrs. Broomall to approve the following staff members as chaperones for the 2018/19 school year 6th grade class trip to the New Jersey School of Conservation (Stokes Trip), as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Male</i>			
<i>Laurence Randour</i>	<i>Nathan Garza</i>	<i>Joseph Schmidt</i>	<i>Jonathan Carmona</i>
<i>Theodore (Nick) Thompson</i>			

<i>Female</i>			
<i>Devon Kallen</i>	<i>Tiffany Monroe</i>	<i>Jen Rowe</i>	<i>Darcy Broglin</i>
<i>Kim O'Brien</i>	<i>Carley Waniak</i>	<i>Joan Timmons</i>	<i>Lisa Naumann</i>
<i>Erin Albrecht</i>	<i>Sue Staiano</i>	<i>Katie Tucker</i>	

<i>Alternates (in case of last minute cancellation)</i>	
<i>Meyde Mendoza</i>	<i>Jennifer Boyce</i>

Motion carried unanimously on roll call vote.

Hiring of Part-Time 10 month School Secretary

Motion was made by Mr. Wagner, second by Mrs. Broomall to approve *Jacquelyn Hodges* as a 10 month part-time secretary at the annual prorated salary of \$14,312, effective January 02, 2019 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Pending criminal history review and Pre-Employment Resources P.L. 201, c5. Motion carried unanimously on roll call vote.

Hiring of Part-Time Instructional Assistant

Motion was made by Mr. Wagner, second by Mrs. Broomall to approve *Bernadette Baron* as a part-time instructional assistant at a prorated salary of \$16,478, effective January 02, 2019 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Motion carried unanimously on roll call vote.

Hiring of Full-Time Instructional Assistant

Motion was made by Mr. Wagner, second by Mrs. Broomall to approve *Elizabeth Buffa* as a full-time instructional assistant at a prorated salary of \$24,099, with benefits, effective January 02, 2019 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Motion carried unanimously on roll call vote.

Hiring of Full-Time Multiply Disabled Self Contained Special Education Teacher

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the hiring of *Karlie Gruccio* as a full-time multiply disabled self-contained special education teacher at an annual prorated salary of \$48,662, BA Step 2-3, with benefits, effective January 02, 2019 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Motion carried unanimously on roll call vote.

Hiring of Full-Time Special Education Inclusion Teacher

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the hiring of *Courtney Kappock* as a full-time special education inclusion teacher at an annual prorated salary of \$49,862, BA+15 Step 2-3, with benefits, effective February 14, 2019 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Motion carried unanimously on roll call vote.

Hiring of Part-Time Gifted and Talented Teacher

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the hiring of *Ariana Sacco* as a part-time gifted and talented teacher at an annual prorated salary of \$31,873, BA Step 1, effective January 02, 2019 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Pending criminal history review and Pre-Employment Resources P.L. 201, c5. Motion carried unanimously on roll call vote.

Homebound Instruction

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the certified staff members as homebound instructors for the 2018/19 school year, as needed, at a rate of \$43/hr., as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Motion carried unanimously on roll call vote.

Hiring of Part-Time Instructional Assistant

Motion was made by Mrs. Broomall, second by Mr. Conover to approve *Laura Brown* as a part-time instructional assistance at an annual prorated salary of \$16,478, Step 1, effective January 02, 201 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Superintendent of Schools. Pending criminal history review and Pre-Employment Resources P.L. 2018, c5. Motion carried unanimously on roll call vote.

Hiring of Part-Time Instructional Assistant

Motion was made by Mrs. Broomall, second by Mr. Conover to approve *Michelle Spica* as a part-time instructional assistance at an annual prorated salary of \$16,678, Step 2, effective January 02, 201 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Superintendent of Schools. Pending criminal history review and Pre-Employment Resources P.L. 2018, c5. Motion carried unanimously on roll call vote.

Substitute Teacher

Motion was made by Mrs. Broomall, second by Mr. Conover to approve *Sandra Hopkins* as a per diem substitute to cover a 6th/7th grade LRC/ICR teacher effective November 19, 2018 through December 21, 2018 at a per dime rate of \$120, as recommended by Michelle CarneyRay-Yoder, Ed. D. Superintendent of Schools. Motion carried unanimously on roll call vote.

Additional Hours

Motion was made by Mrs. Broomall, second by Mr. Conover to approve additional hours for the following staff to assist in the planning for the substitute teacher covering the LRC/ICR at a rate of \$39 per hour for a total of 8 hours, effective November 19, 2018 through December 21, 2018 as recommended by Michelle CarneyRay-Yoder, Ed. D. Superintendent of Schools.

<i>David Laut</i>	<i>Chrissy Quinn</i>	<i>Emily Ford</i>
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Motion carried unanimously on roll call vote.

Fieldwork Placement

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the following fieldwork or student teacher placements for the Spring Semester of the 2018/19 school year as recommended by Michele Carneyray-Yoder, Ed. D., Superintendent of Schools.

<i>Name</i>	<i>University/College</i>	<i>Teacher</i>	<i>Grade</i>	<i>School</i>
Margaret Schiffler	Stockton University	Amy Horan-Smith	6	JRS
Alay'Ziah Haraksin	Stockton University	Erin Albrecht	6	JRS
Jenna McGrath	Stockton University	Phil Pallitto	5 & 6	JRS

Motion carried unanimously on roll call vote.

Policies (First Reading)

Motion was made by Mrs. Broomall, second by Mr. Conover to approve the first readings of the following policies:

- P0168 Recording and Videotaping Board meetings
- P0169.02 Board member use of Social Networks
- P1100.1 District Organization
- P1210 Board-Superintendent Relations
- P161 Disclosure and Review of Applicant’s Employment History
- P3437 Military Leave
- P4437 Military Leave
- P5350 Student Suicide Prevention
- P5512 Harassment, Intimidation, and Bullying
- P5516.01 Student Tracking Devices
- P5533 Student Smoking
- P5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- P7425 Lead Testing of Water in Schools
- P7440 School District Security of School Premises
- P7441 Electronic Surveillance in School Buildings
- P8130 School Organization
- P8462 Reporting Potentially Missing or Abused Children
- P9242 Use of Electronic Signatures

Professional Services

Proposal for Professional Services for a Utilization and capacity Study – FVHD Architects

Motion was made by Mr. Conover, second by Mrs. Broomall to approve FVHD Architects to complete a utilization study for the Somers Point School District at a cost of \$4,900.00. Motion carried unanimously on roll call vote.

Transfer of Funds/Cash Report

Motion was made by Mr. Conover, second by Mrs. Broomall that the Somers Point Board of Education approve the Adjustments for the 2018/19 Budget (Exhibit 20a) as presented and made a part of these minutes. Motion carried unanimously on roll call vote.

Motion was made by Mr. Conover, second by Mrs. Broomall that the Somers Point Board of Education approve the Cash Report for the 2018/19 Budget (Exhibit 20b) as presented and made a part of these minutes. Motion carried unanimously on roll call vote.

Secretary’s Financial Report

Motion was made by Mr. Conover, second by Mrs. Broomall that the Somers Point Board of Education approve the (Exhibit 21a) Report of the Secretary for the month ending November 30, 2018 as presented, pursuant to N. J. A. C. 6A:23A-16.1 (c) 3, and that they certify that as of November 30, 2018 after review of the Secretary’s Monthly Financial Report (Appropriations Section) and upon consultation with the appropriate district officials, to the best of their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:23A16.10 (c) 4 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. Motion carried unanimously on roll call vote.

Treasurer’s Financial Report

Motion was made by Mr. Conover, second by Mrs. Broomall that the Somers Point Board of Education approve the (Exhibit 22a) Treasurer’s Report for the month ending November 30, 2018 as presented, pursuant to N.J.A.C. 6A:23A-16.10(c)3, and that they certify that as of November 30, 2018 after review of the Treasurer’s Monthly Financial Report (Appropriations Section) and upon consultation with the appropriate district officials, to the best of their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:23A16.10(c)4 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. Motion carried unanimously on roll call vote.

Bills List

Motion was made by Mr. Conover, second by Mrs. Broomall that the Somers Point Board of Education approve the (Exhibit 23a) Bills List as presented and made part of these minutes.

General Bills

General	\$1,210,150.23
Capital Projects	\$ 23,695.00
Payroll	\$ 1,379,812.45
Total	\$ 2,614,257.68

Motion carried unanimously on roll call vote.

Additional Payment – Capital Projects

Motion was made by Mr. Conover, second by Mrs. Broomall to approve an additional payment of \$2,850.00 to DEC Electric under capital projects. Motion carried unanimously on roll call vote.

Public Forum

None

Board Forum

- The Board members wished Mrs. Broomall well.

Adjournment

Motion was made by Mr. Conover, second by Mrs. Broomall that at 5:27 PM there being no further business to present the Somers Point Board of Education meeting be adjourned. Motion carried unanimously.

Respectfully submitted,

SUSAN IRONS

Business Administrator/Board Secretary