Allamuchy Township Board of Education

The regular meeting of the Allamuchy Township Board of Education held on August 26, 2019 was called to order at 7:35 p.m. in Room 149 by John Egan. In accordance with the Open Public Meetings Act, adequate notice of the meeting was provided and, to the extent known at the time of advance publication, the agenda items to be considered. Written advance notification of the time, date and location was sent on June 20, 2019 to the New Jersey Herald and Township Clerk. Notice was posted in the school office.

I. ROLL CALL James Britt

William Cramer

Giovanni Cusmano – arrived 7:35

Craig Green Venita Prudenti Mary Renaud Lisa Strutin

John Egan, President

ABSENT Eniale Beachem

ALSO PRESENT Mr. Joseph Flynn, CSA

Mr. James Schlessinger, SBA Donna Trainello, Board Secretary

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

A. Moved by M. Renaud and seconded by V. Prudenti

BE IT RESOLVED, that the minutes of the regular board meeting held on June 24, 2019, be approved.

(Appendix 1)

CARRIED: Motion carried by roll call vote, Mr. Cramer abstained

IV. STUDENT REPRESENTATIVE REPORT

(None this month)

V. ACKNOWLEDGEMENTS

(None this month)

VI. PRESENTATIONS

Mariah Adams - Thanksgiving Day Parade

VII. EXECUTIVE SESSION MOTION

Moved by J. Egan and seconded by L. Strutin.

BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning legal, personnel, and negation issues

- AEA contract negotiation
- Update on M.A. o/b/o K.A. vs. ABoE
- Discuss MOU to outsource fleet management services to a 3rd party provider

and WHEREAS, the aforesaid subjects are not appropriate subjects to be discussed in public meeting; and WHEREAS, the aforesaid subjects to be discussed are within the exemptions pursuant to P.L.1975 Chapter 231, it is; therefore, RESOLVED, that the aforesaid subjects shall be discussed in private session by this board and administrative staff and, information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exists.

CARRIED: Motion carried unanimously by roll call vote

Executive Session

Moved by C. Green and seconded by V. Prudenti.

BE IT RESOLVED, that the Board of Education has been in executive session for the past 70 minutes. The matters that were discussed will be disclosed to the public as soon as possible once the reasons for nondisclosure no longer exist.

CARRIED: Motion carried unanimously by roll call vote

VIII. PRESIDENT'S REPORT

IX. COMMITTEE REPORTS

A.

- Operations: J. Britt Chair
- Additional teacher required due to enrollment in 3rd grade
- Informed of additional special education costs above budget
- Discussed potential use of fund balance for these unanticipated costs

B. Human Resources: G. Cusmano – Chair

- Schedule A positions have been filled
- Entered into a contract with an LDTC

C. Education: C. Green – Chair

- Discussed chromebook insurance policy
- Further commentary regarding additional 3rd grade section
- Discussed financial literacy curriculum to be approved

D. Governance: V. Prudenti - Chair

• Did not meet

E. Town Council Liaison: J. Egan and J. Britt

• No new information to report

F. Rutherfurd Hall Liaison: L. Strutin and M. Renaud

- Friends of Rutherfurd Hall met to discuss Capital Campaign
- Country Fair to be held Sept 6-8, will include music, vendors and a cornhole tournament
- Country Fair will launch the sale of the annual calendar raffle tickets

OTHER DISTRICT

G. Hackettstown Board of Education Representative – G. Cusmano

- Reported that Hackettstown BoE publicly thanked the Allamuchy BoE for its assistance with their busing.
- Discussed the Strategic Planning initiative at HBoE.

X. SUPERINTENDENT'S REPORT

A. <u>HIB - Monthly Update</u> (if applicable)

Current Month – August

Nothing to Report

Previous Month – July

Nothing to Report

Previous Month – June

0 Investigation − 0 HIB

1 Out-of-School Suspensions - 0 In-School Suspension

B. Enrollment by Grade

	Student Enrollment for Allamuchy Township School District									
	SEPT	ОСТ	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
K	25									
1	49									
2	57									
3	47									
4	54									
5	37									
6	45									

7	57					
8	44					
PSD	9					
Total	424					
9 th	49					
10 th	39					
11 th	31					
12 th	30					
Total	149					
GT	573					

SUPERINTENDENT'S REPORT

OPERATIONS:

• Mountain Villa Campus/Allamuchy Township School

- o The custodial staff are moving along to finish their summer cleaning in ATS and MVS, they have been working hard to ensure the buildings are ready to open. We tried something new this year and while MVS was used for the ESY and Enrichment, we had all staff at ATS and when we had the asbestos work completed they were working outside and at MVS. This was very beneficial to the overall cleaning process. We are going to evaluate and plan accordingly for next year.
- ATS parking lot was crack filled, sealed and lines were painted. The custodial staff also worked on the front landscaping and the appearance of both buildings. It looks AWESOME!
- We have completed the asbestos removal in the L hallway near the Media Center and that area is receiving a new ceiling and new tile floors.
- We have completed the tile work in the last room in the middle school and all of the old carpet has been removed from the building.
- We have analyzed the bus routes for the district, along with moving from numbers to colors as names of the routes. In addition, we moved back to 4 runs at the High School level to be more efficient as we provide services to Hackettstown for their bussing.

Rutherfurd Hall

- O Summer camps went very well. We had the morning camps with the Harry Potter theme and this is the second year with the afternoon camps with Nick Serraino running the outdoor adventure camps. In addition, we provided field trip opportunities for the YMCA to come on site for the summer that went very well. There is a debriefing meeting scheduled for Tuesday, September 24th with both YMCAs to discuss future visits throughout the school year.
- We received permission to install the temporary dock at the existing patio area near the lake. That consists of a land platform and a floating dock. This will allow for increased opportunity at Rutherfurd Hall
- o The Allamuchy Country Fair is scheduled for September 6th − 8th, with fireworks on Saturday. In addition to all the activities, there will be a corn hole tournament, get your team ready. Visit rutherfurdhall.org for details.
- o Capital Campaign is out of its silent phase and in to the public phase after the meet and greet early this summer.

HUMAN RESOURCES:

- Schedule "A" Position Hires on agenda
- Curriculum Writing on the agenda
- Kindergarten Countdown
- Multiple Disabilities Position (self contained) at MVS
- New 4th Grade Teacher
- Moving Part-time permanent to Full-time
- New Bus Driver
- Event Person for RH
- LDTC will be contracting this position out.
- Centenary University Clinical Interns

EDUCATION:

- Allamuchy Township School/Mountain Villa School
- Opening of School
 - First day with Teachers, Tuesday, September 3rd
 - We have a family picnic planned for our staff and families that evening starting at 6:30 PM. Please join us that evening at ATS. RSVP Please
 - First day for students is Thursday, September 5th
 - Back to School Nights are Tuesday, September 10th and Wednesday, September 11th
 - Financial Literacy Special will start for grades 6-8 in fall New required standards are being implemented during a special and we adjusted our schedule to meet the needs of this requirement.
 - Boating trips planned for grades 2-8 next year in fall and spring We have spent a great deal of time with the boating program. Having an Outdoor Coordinator at each building has allowed for greater opportunity in this area. We will be looking to expand this to allow outside districts to come to Allamuchy. We began this past summer with the YMCA camps coming to Rutherfurd Hall.
 - 2019-2020 Calendar: Hackettstown changed calendar Unfortunately as much we want to stay as close to Hackettstown's Calendar. They made some changes to their calendar last minute based on Contractual reasons.
 - Chromebook Insurance We will be implementing a chromebook insurance program this year that will require a fee charged to the student's family of \$25.00 per student for the year (8th grade 2019-2020 and 2020-201 fee will be \$50.00). It will allow for coverage for the chromebook. At the end of the 4 years a student has the Chromebook, they will have the opportunity to take the Chromebook with they when they leave Allamuchy as 8th graders at no extra charge.
 - After school activities moving forward We have received proposals from the staff, we have reviewed those proposals and will be making recommendations accordingly for our After-School activities.
 - 3rd grade enrollment numbers Our numbers in the 3rd grade is increasing, based on that we are moving to three sections. We have an opening in the 4th grade and have hired an in-house candidate after reviewing applications and interviewing. The candidate has a strong LA/L background and served as the Basic Skills Instructor for the district last year. With the BSI position being opened, we had another candidate that would fit that position well, she was not interested in PT, so we will be posting and filling that position at a later date.

- Kindergarten enrollment numbers We will have 2 sections this year
- Class sizes- elementary & middle school There is a need for a Special Education Resource Room Teacher for .25 per day, we have posted and the position is difficult to fill. We have adjusted sections in the 7th grade to move to 2 sections with the exception of Math, which will be 3 sections due to having an advanced class
- Curriculum Writing Note we are being QSAC'ed this year and we need to ensure the curriculum is compliant as it relates to QSAC, be reminded we completed minimal curriculum writing last summer awaiting direction from the NJDOE.

GOVERNANCE:

- Strategic Planning Action Plan We will review the action plan at Monday's Meeting
- Hard copy newsletter will be going out to the community mid-September
- New website design Thank you to Mrs. Sabol and Mrs. Gallegly along with Mrs. Kay and Mrs. Bahl. They have worked hard to make the new website live. There are still areas that are under construction.
- We will be moving toward more Social Media coverage to promote and celebrate the many awesome things our students and staff do on a daily basis. The District Twitter Handle is @atsdschools, as we move forward, create a twitter account and begin to follow the district.

ALLAMUCHY TOWNSHIP

• We have started discussing with the Township Committee how we can pave the parking are at the bus yard. We will keep you posted on the progress of those discussions.

HACKETTSTOWN HIGH SCHOOL

- Met with the administrative cabinet to discuss the Joint Transportation agreement and the parameters around providing that service.
- Met with the High School Principal on piloting a late bus from the high school back up to Allamuchy.

OTHER:

- Legal Update in Executive Session
- Negotiations Update in Executive Session

XI. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

- Lisa Moyer, resident, asked about Chromebook insurance policy and its impact on 8th graders.
- Claudine McGovern, resident, asked for additional details of the insurance policy
- Fran Muhlenbruch, teacher, asked for clarity around which grade levels were to attend which Back to School night.
- Ms. Muhlenbruch asked for details of the fleet management services contract discussed in executive session
- Ms. Muhlenbruch offered support for Ms. Adams' request to return to attending and participating in the Thanksgiving Day parade.

- Vicki Patterson, resident, teacher, asked for clarification as to the 7th grade students' obligations regarding the chromebooks and insurance.
- Marsha Koerner, teacher, inquired as to why colors are now being used to identify the bus routes as opposed to the numbers used in previous years.
- Ms. Koerner also asked about the status of recently submitted after-school activity proposals.

XII. BOARD COMMITTEE ACTION REPORTS

Operations:

On the recommendation of the Chief School Administrator/School Business Administrator:

A. Budget Adjustments

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED to approve the following budget adjustment(s):

Expense Budget Transfers	Fund 10	\$ 105,367.23
Expense Budget Transfers	Fund 20	\$ 2,330.00

(Appendix 2)

CARRIED: Motion carried unanimously by roll call vote

B. Bills List

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED, that the general account bills list check #30354 through #30376 for a total amount of \$76,904.65 (18-19 school year) and check #30400 through #30521 for a total amount of \$959,986.80 (19-20 school year) be approved for payment.

(Appendix 3)

CARRIED: Motion carried by roll call vote -

M. Renaud voted no

C. Student Activity

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED, to approve the Student Activity Account in the amount of \$54,139.52, Investors Bank balance as of July 31, 2019.

(Appendix 4)

D. <u>ECLC of New Jersey</u>

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED, to approve the tuition contract with ECLC of New Jersey for HS student #0406, tuition \$59,550 effective July 1, 2019 to June 30, 2020.

CARRIED: Motion carried unanimously by roll call vote

E. Gramon School

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED, to approve the tuition contract with Gramon School for HS student #0204, tuition \$81,830 effective July 1, 2019 to June 30, 2020.

CARRIED: Motion carried unanimously by roll call vote

F. Joint Transportation Contract

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED, to approve the 2019-2020 Joint Transportation contract with:

Frelinghuysen Township Board of Education

9A	Route Frelinghuysen	\$40,017
9B	Ridge & Valley Charter School	\$17,150
	Cost per full day field trips	\$ 285

CARRIED: Motion carried unanimously by roll call vote

G. Joint Transportation Contract

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED, to approve the 2019-2020 joint transportation agreement between Allamuchy Township Board of Education and Green Township Board of Education to transport two Allamuchy students.

Jointure Route#	Host Dist.	Joiner Dist.	Destination	Joiner Cost
14	Green	Allamuchy	Green Hills	\$842.12
			School	

H. Warren County Vocational School

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED, to approve the tuition contract with Warren County Vocational School tuition \$12,300 regular ed, \$13,800 special ed and Transportation \$4,500 effective July 1, 2019 to June 30, 2020.

CARRIED: Motion carried unanimously by roll call vote

I. <u>Travel Reimbursement</u>

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED, to approve 2019-2020 mileage reimbursement for the following employees who travel for general district business at the current NJ OMB Circular Rate

Employee Name	Title	Business Conducted
Mr. Joseph Flynn	Superintendent	Professional organizations,
		between district travel,
		contractual items.
James Schlessinger	Business Administrator	NJASBO State & County
		meetings, district banking,
		County BOE, contractual items,
		professional organizations.
Jennifer Gallegly	Principal (ATS)	Professional organizations,
		Training/Workshops, Misc.
		District Business
Melissa Sabol	Principal (MVS)	Evaluations, Professional
		Meetings, Tech, Special
		Education, etc.
Tina Kay	Administrative Assistant	Training/Workshops, Post Office,
		Banking, Deliveries to Board
		Members, Misc. District Business
Trainello, Donna	Business Office Assistant	Banking, County BOE,
	Transportation Coordinator	Training/Workshops, Post Office,
	Board Secretary	etc.
Charles Zukoski / Peter	Maintenance Dept.	Post office, Town Hall,
DeMary		Professional Organizations,
		Training/Workshops, Misc.
		District Business
Laurie Rapisardi	Secretary	Post Office, Misc. District
		Business; Training/Workshops
Divya Bahl	Secretary	Misc. District Business;
		Training/Workshops

CARRIED: Motion carried unanimously by roll call vote

J. Self-Assessment

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED, to approve the Self-Assessment for determining grades under the Anti-Bullying Bill of Right Act. (**Appendix 5**)

K. Monthly Certification of Budget

Moved by J. Britt and seconded by G. Cusmano.

- **1. BE IT RESOLVED,** that the Allamuchy Board of Education accepts the Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6A:23-2.12(c) 3 that as **of** 6/30/2019 no line item account has encumbrances and Expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (a).
- **2. BE IT RESOLVED**, that Pursuant to N.J.A.C. 6A:23-2.12 (c) 4, the Allamuchy Township School District Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports certify that as of 6/30/2019 and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- 3. BE IT RESOLVED, that the motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of June 30, 2019 with a total Governmental Funds Account cash balance of \$466,949.65.

 (Appendix 6)

CARRIED: Motion carried unanimously by roll call vote

L. Business Office Standard Procedures and Internal Controls Document

Moved by J. Britt and seconded by G. Cusmano.

BE IT RESOLVED, to approve the Business Office Standard Procedures and Internal Controls Document. (Appendix 7)

CARRIED: Motion carried unanimously by roll call vote

Human Resources

On the recommendation of the Chief School Administrator/School Business Administrator:

A. Schedule A Positions

Moved by G. Cusmano and seconded by M. Renaud.

BE IT RESOLVED, to approve the following schedule A positions for the 2019/2020 school year.

7th Grade Advisor	Victoria Patterson
8th Grade Advisor	Michelle Ricci

Band Advisor Battle of the Books Advisor 3-4 Battle of the Books Advisor 5-6 Battle of the Books Advisor 5-6 Battle of the Books Advisor 7-8 Chorus Advisor Cross Country Coach (# of coaches pending based upon # of students Cross Country Coach (# of coaches pending based upon # of students Cross Country Coach (# of coaches pending based upon # of students Curriculum Advisor Dean of Students Curriculum Advisor Dean of Students Detention (After School- Rotating Pool) Detention (Friday/Saturday- Rotating Pool) Detenti	Anti-Bullying Specialist	Julie Profito
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	Reading Specialist Coordinator	Holly Guido

Safety Patrol Advisor (split)	Michelle Ricci
Safety Patrol Advisor (split)	Joanne Ferguson
School Safety Team Member	Jennifer Sauter
School Safety Team Member	Megan Schmidt
School Safety Team Member	Anna Thomas
School Safety Team Member	Rob White
Student Council	Debra DeAngelis
Track & Field Coach	Christine Rodriguez
(# of coaches pending based upon # of students)	
Track & Field Coach	Nicholas Serraino
(# of coaches pending based upon # of students)	
Volleyball Coach	Brian Lohse
Volleyball Coach	Michelle Cleere
Yearbook Advisor	Catherine Cefaloni

CARRIED: Motion carried unanimously by roll call vote

B. <u>Curriculum Writing</u>

Moved by G. Cusmano and seconded by M. Renaud.

BE IT RESOLVED, to approve the following Curriculum Writing for the 2019/2020 school year.

K-8 ELA Update (up to 10 hours)	Andrea Aussems
K-8 Math Update (up to 10 hours)	Anna Thomas
K-8 Science Update (up to 10 hours)	Deb DeAngelis
K-8 Social Studies Update (up to 10 hours)	Joanne Ferguson
K-8 Visual & Performing Arts Update (up to 15 hours)	Mariah Adams
K-8 Health & PE Update (up to 10 hours)	Christian Rodriguez
K-8 21 st Century Skills (Financial Literacy up to 20 hours)	Joanne Ferguson
K-8 World Language (up to 15 hours)	TBD
K-8 Guidance (up to 25 hours)	Julie Profito

CARRIED: Motion carried unanimously by roll call vote

C. MD Teacher

Moved by G. Cusmano and seconded by M. Renaud.

BE IT RESOLVED, to approve Sarah Apgar as the MD Teacher at MVS effective 9/3/19 Step 4 BA at a salary of \$49,221.00 for the 2019/2020 School year.

D. <u>Custodian</u>

Moved by G. Cusmano and seconded by M. Renaud.

BE IT RESOLVED, to approve Suzanne Peterson from P/T custodian to F/T custodian effective 9/03/19 at a rate of \$37,000 for the 2019/2020 School year.

CARRIED: Motion carried unanimously by roll call vote

E. Bus Driver

Moved by G. Cusmano and seconded by M. Renaud.

BE IT RESOLVED, to approve Kim Gubernard as a full time bus driver effective 9/3/19 at an hourly rate of \$21.40 for the 2019/2020 School year.

CARRIED: Motion carried unanimously by roll call vote

F. Rutherfurd Hall Event Staff

Moved by G. Cusmano and seconded by M. Renaud.

BE IT RESOLVED, to approve Janet Cunningham as an event staff member at a rate of \$16.40 for 15hours/week effective 9/3/19 as needed for the 2019/2020 School year.

CARRIED: Motion carried unanimously by roll call vote

G. <u>LDTC</u>

Moved by G. Cusmano and seconded by M. Renaud.

BE IT RESOLVED, to approve the LDTC contract for 1 day a week at a salary of \$21,420 and hourly rate of \$85.00. (Appendix 8) To Follow on Monday

CARRIED: Motion carried unanimously by roll call vote

H. CPI Training

Moved by G. Cusmano and seconded by M. Renaud.

BE IT RESOLVED, to approve Sara Mikaliunas for CPI training for \$3,249.00 to be certified as a trainer to train the Allamuchy Township School Employees.

I. <u>Clinical Interns</u>

Moved by G. Cusmano and seconded by M. Renaud.

BE IT RESOLVED, to approve Sydney Watkins and Carly Palmer as Clinical Interns for the 2019/2020 School year.

CARRIED: Motion carried unanimously by roll call vote

J. Fourth Grade Teacher

Moved by G. Cusmano and seconded by M. Renaud.

BE IT RESOLVED, to approve Cristen Tierney as the fourth grade teacher effective 9/03/19 step MA 9 at a salary of \$55,206.00 for the 2019/2020 School year.

CARRIED: Motion carried unanimously by roll call vote

K. Teacher

Moved by G. Cusmano and seconded by M. Renaud. **BE IT RESOLVED**, to approve Leslie Potente as a teacher, step 8 BA15, .5 FTE, salary \$26,308.00.

CARRIED: Motion carried unanimously by roll call vote

Education

A. Class Trips

Moved by C. Green and seconded by G. Cusmano.

BE IT RESOLVED, to approve the following class trips for the 2019-2020 school year:

Teacher	Grade	Date	Brief Description	Location	Bus	Student	Approximate
			of Trip		Cost	Cost	Total Cost
DeAngelis	5	10/02/19	Franklin Mineral	Franklin	\$250.00	\$646.00	\$896.00
			Museum				
DeAngelis	5	10/09/19	Fairview Lakes	Newton	\$250.00	\$760.00	\$1,010.00
			YMCA				
Ferguson	8	10/11/19	Food Bank	Hillside, NJ	\$250.00	\$0	\$250.00
Adams	Chorus	Thanksgiving	Parade	Philadelphia, PA	TBD	TBD	TBD

B. Attendance at Professional Conferences

Moved by C. Green and seconded by G. Cusmano.

BE IT RESOLVED, to approve the following requests for attendance professional conferences with mileage reimbursed at the current rate.

Staff Member	Date	Workshop Name	Cost	Mileage	Approximate Total Cost
Rob White	08/12/2019	Code of Conduct Certificate Program	\$150.00	\$29.14	\$179.14
Jennifer Gallegly	07/31/2019	Code of Conduct Certificate Program	\$0.00	\$18.60	\$18.60
Melissa Sabol	07/30/2019	Code of Conduct Certificate Program	\$0.00	\$32.86	\$32.86
Vicky Patterson	10/18/19	Holocaust Workshop	\$0	\$23.56	\$23.56
Michelle Ricci	10/18/19	Echoes & Reflection Workshop	\$0	\$24.80	\$24.80
Karen Constantino	10/24/19	IXL Workshop	\$75.00	\$24.80	\$99.80
Sam Greco	10/24/19	IXL Workshop	\$75.00	\$7.13	\$82.13
Lisa Strutin	10/4/2019	NJSBA Training Session	\$149.00	0	\$149.00

CARRIED: Motion carried unanimously by roll call vote

C. Principal Evaluation Tool

Moved by C. Green and seconded by G. Cusmano.

BE IT RESOLVED, to approve the NJ Principal Evaluation for Professional Learning Observation Instrument.

https://www.state.nj.us/education/AchieveNJ/principal/pl/ObservationInstrument.pdf for the 2019-2020 school year:

CARRIED: Motion carried unanimously by roll call vote

D. <u>Financial Literacy Curriculum</u>

Moved by C. Green and seconded by G. Cusmano.

BE IT RESOLVED, to approve K-5 and 6-8 Financial Literacy Curriculum.

CARRIED: Motion carried unanimously by roll call vote

XIII. OLD BUSINESS

XIV. PUBLIC COMMENTS:

• Mrs. Moyer recommends having the "cruisers" (parent pick-up) called out of class at 3:10 p.m. with the first round of buses instead of being dismissed with the walkers and the second run buses.

XV. BOARD DISCUSSION

• None.

XVI. ADJOURNMENT

Moved by C. Green and seconded by V. Prudenti. **BE IT RESOLVED,** to adjourn.

CARRIED: Motion carried unanimously by voice vote

Time: 9:44 p.m.