REGULAR MEETING MINUTES January 24, 2017

CALL TO ORDER

I hereby call to order the Regular Meeting of the Keansburg Board of Education, held on January 24, 2017, in the Bolger Middle School Faculty Lounge. Adequate notice for this meeting has been mailed to the Asbury Park Press, filed with the Municipal Clerk of Keansburg, posted on the District website and posted inside the office of the Keansburg Board of Education, 100 Palmer Place, Keansburg, NJ on January 9, 2017.

ROLL CALL

Dan Castles, Board Secretary, called roll at 7:04pm:

Present: Dolores Bartram, Brooke Clayton, Michael Donaldson, Judy Ferraro, Patricia Frizell, Christopher Hoff (arrived 7:14), Kimberly Kelaher- Moran, Robert Ketch and Michael Mankowski

Absent: NONE

Also Present: John Niesz, Superintendent of School and John Bennett, Esq.

PLEDGE OF ALLEGIANCE

Number of public present: 35

PUBLIC – EMPLOYEE RECOGNITION

Dave Cooney – Dave was acknowledged because he came in on his day off to repair the bleachers for a game that was to be played that day.

Nate Bryan – Nate purchased bowling balls for the bowling team and was commended on his commitment to the team.

RESOLUTION AUTHORIZING EXECUTIVE SESSION

BE IT RESOLVED that in accordance with the provisions of the Open Public Meetings Act ("Act"), the Keansburg Board of Education shall conduct a closed executive session pursuant to the Personnel and Legal exception(s) prescribed by N.J.S.A. 10:4-12 for the purpose of discussing:

It is anticipated that the length of time of this executive session will be 15 minutes and that action will/will not be taken in public after the executive session.

Be it further resolved that the minutes of the executive session will be released when the need for confidentiality in accordance with N.J.S.A. 10:4-12 no longer applies.

MOTION BY: Ketch SECONDED BY: Frizell

IN: 7:10 **OUT**: 7:30

EXECUTIVE SESSION RESOLUTION					
MOVED BY	Frizell				
SECONDED BY	Donaldson				
AYE	9				
NAY					
ABSTAIN					

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BS-01 APPROVAL OF MINUTES

Motion by Bartram and seconded by Frizell to approve the following minutes: Regular Meeting December 20, 2016 and the Reorganization Meeting January 3, 2017 Roll Call Vote: 9 in favor, 0 opposed, 0 absent, 0 abstain motion carried

The Superintendent of Schools recommends positive action on the following items:

PERSONNEL:

A. INTENT TO RETIRE - DIST

The following individual has given their intent to retire effective, as submitted:

Ascolese, Marie

Art

Efft. 3/3/2017

B. NON PROFESSIONAL - EMPLOYMENT - 2016-2017

Approve the following individual for the position and salary indicated for the 2016-2017 school year:

Wallace, Laura[^]

Secretary

SEC-1

\$29,426.00

JC

Efft. 1/25/17

15-000-240-105-20

(Pro-rated)

^On emergent basis

C. LEAVE OF ABSENCE - DIST

Approve the following individual be granted a Medical Leave of Absence beginning March 22, 2017 returning April 18, 2017 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

Kramer-Teheran, Jessica

Approve the following individual be granted a Medical Leave of Absence beginning January 3, 2017 returning February 17, 2017 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA: Weldon, Lissa

D. VOLUNTEER ATHLETIC PARAPROFESSIONAL AIDE – 2016-2017 – HS

Approve the following individual to volunteer for the 2016-2017 school year, at no cost to the district:

Hosey, Samantha

Softball

E. COACHING POSITIONS – 2016-2017 – HS **HE**

HELD ITEMS – see below

Approve the following individuals for the position and salary indicated for the 2016-2017 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	
Bird, John	Co-Weight Room Monitor – Spring	\$1,455.50	HELD
Bird, John	Weight Room Monitor – Summer	\$2,911.00	
Bubnick, Christopher	Co-Assistant Softball Coach	\$3.093.50	HELD

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DeTalvo, Kimberly	Co-Weight Room Monitor – Spring	\$1,455.50	HELD
	Co-Assistant Baseball Coach	\$3,093.50	HELD
Hoff, George	Head Softball Coach	\$8,260.00	
lorio, Daniel	Head Boys Tennis Coach	\$6,312.00	
Keelen, Ashley	Co-Assistant Softball Coach	\$3,093.50	HELD
Lillis, Ryan	Head Baseball Coach	\$8,260.00	
Morfin, Uriel	Co-Assistant Baseball Coach	\$3,093.50	HELD
Account #: 15 402 10	0.400.40		

Account #: 15-402-100-100-40

HELD ITEMS – see below F. COACHING POSITIONS – 2016-2017 – JB Approve the following individuals for the position and salary indicated for the 2016-2017 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	
Book, Jonathan	7 th & 8 th Grade Co-Baseball Coach	\$2,517.00	HELD
Dambaugh, Mark	7 th & 8 th Grade Co-Softball Coach	\$2,517.00	HELD
Lee, David	Intramural Tennis Coach	\$2,839.00	
LoRusso, Nicholas	7 th & 8 th Grade Co-Baseball Coach	\$2,517.00	HELD
Mira, Danielle	7 th & 8 th Grade Co-Softball Coach	\$2,517.00	HELD
Account #: 15_402_100_1	00 <u>-00</u> -30	•	

Account #: 15-402-100-100-00-30

AFTER SCHOOL TUTOR POSITION - 2016-2017 - JB G.

Approve the following individual at the position indicated for the 2016-2017 school year, at the hourly rate of \$35.00 not to exceed 4 hours per week:

Position Name **ELA Tutor** Lillis, Ryan Account#: 20-232-100-101-60

H. AFTER SCHOOL ACTIVITIES - TEACHER ASSISTANT - JB

Approve the following individual to attend after school activities with a student for the 2016 -2017 school year, at \$19.60 per hour for 3 hours per day, 2 days per week, not to exceed \$2,234.40 total:

Petraroi, Deborah

Account #: 15-421-100-106-10

KEANSBURG AFTER SCHOOL PROGRAM - (KAP) - 2016-2017 - DIST

Approve the following individual for the position and salary listed in the Keansburg Afterschool program from January 25, 2017 through June 30, 2017:

Substitute Teacher

Catena. Norma Jean \$35.00 per hour as needed

20-095-100-100-60 Account#:

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J. <u>DISTRICT MENTORSHIP PROGRAM – 2016-2017</u>

Approve the following individual as a mentor for the district mentorship compliant with NJTEACH at the rate of \$35.00 per hour, for ten hours not to exceed \$350.00:

Ince, Justine

Account #: 11-000-221-102-60

K. AM & PM SESSION TUTORING TEACHERS – JC

HELD

Approve the following individual to provide ELA and Math tutoring for Joseph C. Caruso School Students; tracking progress and planning for 14 weeks from January 2017 – April 2017, at \$35.00 per hour, 56 hours, not to exceed \$1,960.00:

Teacher

Davis, Wendy

Account #: 15-120-100-101-20

L. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE

Approve attendance at the workshops as listed below at the costs indicated. Travel is directly related to and within the scope of the current responsibilities of the listed employees, is critical to the instructional needs of the district, will improve the participant's skills and knowledge, or further the efficient operations of the district. The costs associated with attendance are statutorily authorized travel expenditures and are within the annual maximum travel expenditure amount of the district:

2/7	Puskas, Brenda	Timesaving Strategies - SLP	\$245.00
2/8 - 2/10	Glinos-Pecoraro, Filitsa	ASAP – NJ Annual Conf.	\$304.00
2/9	Viggiano, Jonna	Autism, ADHD & Sensory Disorder	\$220.00
2/9, 2/10	DeTalvo, Tonya	ASAP - NJ Annual Conf.	\$295.00
2/24	Bird, John	Glazier Football Clinic	\$459.00
		(Bird, Deliso, Kiningham, Morfin,	
		Reid & Spagnola)	
3/1	Moschetta, Sharon	101 Therapy Strategies	\$245.00
3/12 - 3/16	Stark, Thomas	National Athletic Directors Conf.	\$1,171.00
7/17, 7/18	Jones, Christopher	iStem for NGSS Grades PreK – 2	\$270.00

GENERAL

POLICY – 2ND READING – DIST

Approve and adopt the following policy, as submitted:

0167	Public Participation In Board Meetings – revised
0168	Recording Board Meetings - revised
2110	Philosophy of Education - revised
5111	Eligibility of Resident/Nonresident Student – revised
5350	Student Suicide Prevention – revised
5460	High School Graduation – revised

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5514 Student Use of Vehicles - revised

7481 * Unmanned Aircraft Systems (UAS also known as drones) – new

8454 Management of Pediculosis – new
 9162 Athletic Code of Conduct – revised

POLICY ABOLISHMENT – DIST

Approve the abolishment of the following policy, as submitted:

5514 Pupil Use Of Vehicles

Ref. Exhibit #1

3. <u>IN-STATE TRIP LOCATION LIST – 2016-2017</u>

Approve the Master School Trip List for In-State locations for the 2016-2017 school year, as submitted:

Ref. Exhibit #2

DISTRICT H-I-B REPORT – 2016-2017

Approve the monthly district H-I-B Report for the month of December 2016.

Ref. Exhibit #3

5. THE BEACON PROGRAM – 2017-2018

Approve The Beacon Program to provide an alternative educational setting for our at risk students in grades 6-12 who are General Education and Special Education students effective for the 2017- 2018 school year. School day will be from 2:30pm – 6:30pm.

6. <u>MANAGEMENT AND EVALUATION ASSOCIATES INC. AND KEANSBURG SCHOOL</u> DISTRICT AFTERSCHOOL PROGRAM (KAP) EVALUATION CONTRACT – 2016-2017

Approve the Evaluation Contract between the Keansburg School District and Management & Evaluation Associates, Inc., at a total cost for these services of \$10,000.00 for 2016-2017 school year.

Account #: 20-095-200-300-60

7. SPECIAL NEEDS – 2016-2017

Approve the following students to attend the placement indicated for the 2016-2017 school year:

STUDENT ID	DOB	CLASSIFICATION	PLACEMENT	START DATE	PRIVATE / PUBLIC	TUITION
7409586753	6-21-03	ED	Honor Ridge Academy	1-9-17	Private	\$397.00 per diem
1574321271	4-8-09	ED	CPC	1-9-17	Private	\$359.98 per diem
1576198442	11-29-03	ED	Honor Ridge Academy	1-9-17	Private	\$397.00 Per diem

Account # 11-000-100-566-80 Private

Account # 11-000-100-562-80 Public

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8. ARTS & EDUCATION CENTER – 2016-2017

Approve the following students to attend the Monmouth County Arts Middle and High School indicated for the 2016-2017 school year:

STUDENT ID	DOB	GRADE	TUITION
7530474859	1-21-04	7	\$815.00
8353569440	4-24-99	12	\$830.00
7816984082	11-23-99	11	\$830.00
1467020184	8-10-99	12	\$830.00

Account #: 11-000-100-569-80

9. HOMELESS TUITION 2016-2017

Approve the following student to attend the school indicated for the 2016-2017 school year:

Student ID	DOB	Classification	Placement	Start Date	Tuition
1366935867	3-31-99	N/A	Neptune Twp.	12-7-16	\$68.85 per diem

Account #: 11-000-100-561-80

10. HOME INSTRUCTION – 2016-2017

Approve the following students to receive home instruction for the 2016-2017 school year:

STUDENT ID	H.I #	GR	REASON	TUTOR	START	END
1875786162	16	9	Medical	Ed. Inc.	12-8-16	12-22-16
1574321271	17	2	Administrative	Pending OOD	12-14-16	TBD
8580859201	18	5	Administrative	Schmelz	12-21-16	1-4-17

Account # 11-150-100-101-80 Employee Account # 11-150-100-320-80 Outside

ADDENDUM:

A1. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE

Approve attendance at the workshops as listed below at the costs indicated. Travel is directly related to and within the scope of the current responsibilities of the listed employees, is critical to the instructional needs of the district, will improve the participant's skills and knowledge, or further the efficient operations of the district. The costs associated with attendance are statutorily authorized travel expenditures and are within the annual maximum travel expenditure amount of the district:

2/8	Civitano, Marla	Nutritional & Integrative Inter.	\$199.00
2/8	Daniel, Margaret	Nutritional & Integrative Inter.	\$199.00

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2/27-2/28	Crossnohere, Ellen	NJAHPERD Annual Conv.	\$150.00
2/28	Civitano, Marla	Dyslexia	\$199.00
2/28	Daniel, Margaret	Dyslexia	\$199.00
3/2	Schork, Lyndsey	Revisiting Guided Reading	\$154.00
3/2	Book, Jonathan	Revisiting Guided Reading	\$150.00
3/3-3/4	Kukulski, Tara	2017 Middle School Math Conf.	\$1,341.00
3/3-3/4	Negro, Nicholas	2017 Middle School Math Conf.	\$1,341.00
3/17	Gomez, Erin	NJAGC 26 th Annual Conf.	\$204.00
4/5-4/8	Grimaldi, Tracey	NAfME Eastern Division Conf.	\$780.00
5/31-6/1	Cirillo, Judith	NJTESOL Sprint Conf.	\$314.00
5/31-6/1	Clagett, Dianne	NJTESOL Spring Conf.	\$235.00
5/31-6/1	Dolan, Amy	NJTESOL Spring Conf.	\$314.00
5/31-6/1	Hasenstab, Jennifer	NJTESOL Spring Conf.	\$314.00
5/31-6/1	Milhomens, Amanda	a NJTESOL Spring Conf.	\$360.00
5/31-6/1	Miragliotta, Nicole	NJTESOL Spring Conf.	\$314.00

A2. INTERNSHIPS - DIST

Approve the following individual be permitted to complete his Administrative Internship with Jennifer Vecchiarelli, 150 hours to be completed before and after school and during lunch, for the 2016-2017 school year: Tonne, Sean

Approve the following individual be permitted to complete her Guidance Counseling Internship/Practicum with Dianne Clagett, 600 hours to be completed from January 2017 through August 2017.

Boccella, Diane

A3. PRACTICUM – DIST

Approve the following individual be permitted to complete his Counseling Practicum with Colleen Damian, 100 hours to be completed before and after school and during lunch, for the 2016-2017 school year:

Dondero, Joseph

A4. LEAVE OF ABSENCE - DIST

Approve the following individual be granted a revision to her Maternity Leave of Absence beginning November 21, 2016 returning January 30, 2017 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA: Muniz, Shondell

A5. <u>TITAN OLYMPICS – HS</u>

Approve the First Annual Titan Olympics to be held for Life Skills students on May 24, 2017 with a rain date of May 25, 2017. Students from Henry Hudson and Keyport High School Life Skills Programs will be invited to attend. All games will be designed to the fit the abilities of students.

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A6. <u>STUDENT SWAP – HS</u>

Approve six Keansburg High School students and six Howell High School students to shadow each other as a "Day in the Life". Keansburg students will travel and spend the day at Howell High School as a Rebel on May 19, 2017. Howell High School students will travel and spend the day at Keansburg High School as a Titan on May 24, 2017.

A7. <u>SENIOR SEMINAR INTERNSHIP VENUES – HS</u>

Approve the following Senior Seminar Internship Venues and Partnerships with the Keansburg School District. Senior Seminar is a graduate requirement. Students will begin their internships on January 30, 2017:

Anthony's Pizza, Keansburg

Atlantic Highlands Animal Hospital, Atlantic Highlands

Bayshore Hospital, Holmdel

Bayshore Veterinarian, Holmdel

Bayside Manor, Keansburg

Brighton Gardens Senior Living, Middletown

Children's Health Center, Holmdel

Dearborn Farms, Holmdel

DeGennaro Pediatrics, Middletown

Early Years Daycare, Union Beach

Elite Dental, Hazlet

Future Generation Academy, Holmdel

Garden State Carwash, Middletown

Gems, Keansburg

Grivas Chiropractic, Middletown

Head over Heels Gymnastics, Middletown

K9 Luxury Resorts, Middletown

Keansburg Police Department, Keansburg

Kessler Rehab, Middletown

Laurel Bay Health and Rehab Center, Keansburg

Legal Service Center, Keansburg

Main Street Medical, Keansburg

Middletown Arts Center, Middletown

Middletown Pancake House, Middletown

Middletown Public Library, Middletown

Prestige Travel Agency, Hazlet

ProCare Rehabilitation, Hazlet

Riverview Medical Center, Red Bank

Speech Start, Hazlet

St. Ann's Daycare, Keansburg

St. Marks Community Center, Keansburg

T&M Associates, Middletown

Tender Touch Occupational Therapy, Hazlet

Turner Syndrome Foundation, Hazlet

Venture Pediatrics, Middletown

Veterinarian Home Services, Port Monmouth

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A8. <u>SPECIAL NEEDS – 2016-2017</u>

Approve the following students to attend the placement indicated for the 2016-2017 school year:

STUDENT	DOB	CLASSIFICATION	PLACEMENT	START DATE	PRIVATE / PUBLIC	TUITION
170587492	7 3-10-06	N/A	Hackensack Middle School	1-23-17	Public	\$13,756.00

Account #: 11-000-100-562-80

A9. TRANSFER - NON PROFESSIONAL STAFF - 2016-2017

Approve the following individual for the position indicated for the 2016-2017 school year:

Finnen, Joan

Teacher Assistant – JB

Teacher Assistant - JC

Lee, Kimberly

Teacher Assistant – JC

Teacher Assistant - JB

Efft. 1/25/17

A10. ORGANIZATIONAL CHART - REVISION - DIST

HELD

Approve the revised District Organizational Chart, as submitted:

Ref. Exhibit #4

A11. TITLE CHANGE - PROFESSIONAL STAFF

HELD

Approve the following change in title for the individual indicated effective January 25, 2017:

From

Covert, John

Dir. Of C&I / Federal Programs

<u>To</u>

District Dir. Of Operations C&I, State & FederalPrograms

(Non KAA position)

\$142,709.00 (Pro-rated)

Account #: 11-000-221-102-60

A12. OUT OF STATE TRIPS - HS

4/6

HS

United Nations, New York, NY. KHS World Culture Club will

tour the building. 9:15am - 2:30pm.

A13. OUT OF STATE OVER NIGHT TRIP REQUEST - HS

3/23 to

HS

The College of New Jersey, Ewing Township, NJ

3/24

York College, York, PA

West Virginia University, Morgantown, WV

Senior / Junior class will tour each campus. Leave 7:30am on 3/23/17 and return 9:00pm on 3/24/17.

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Superintendent's Report

Personnel: A through L					
General: 1 through 10					
Addendum: A1 through A13					
	Yes	No	Abstain		
Bartram	X				
Clayton	Х				
Donaldson	Х				
Frizell	X				
Hoff	х		On "E" (6 th name down), "A2" and "A9"		
Ketch	X				
Mankowski	Х		On GEN. "1" only		
Moran	X				
Ferraro	X				
Motion by:	Donaldson				
Second by:	Ketch				
Roll Call Vote	9 in favor				
	0 opposed				
	0 absent				
	abstain				
	Motion carried				

BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR'S REPORT

BS-02: RECEIPT AND ACCEPTANCE OF DECEMBER SECRETARY'S AND TREASURER OF SCHOOL MONIES REPORTS

Recommend the receipt of the Board Secretary's and Treasurer of School Monies Financial Reports as of December 31, 2017 be accepted as filed, and

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23A-16.10(c)3 that no major account or fund has been over expended as of December 31, 2017 based upon the Board Secretary's Certification and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

BS-03: RATIFICATION OF BILLS PAID AND CHECKS ISSUED PRIOR TO A BOARD MEETING

Recommend that the Board of Education ratify the bills paid and checks issued prior to the board meeting in accordance with Board Policy 6470 in the amount of \$604,615.91.

BS-04: RATIFICATION OF BILLS PAID AND CHECKS ISSUED AT THE BOARD MEETING

Recommend that the Board of Education approve the bills paid and checks issued at the board meeting in the amount of \$822,984.03.

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BS-05: RATIFICATION OF APPROPRIATION TRANSFERS PRIOR TO A BOARD MEETING

Recommend that the Board of Education approve the following transfers made prior to the board meeting in accordance with Board Policy 6422.

BS-06: RATIFICATION OF PAYROLL SERVICES RENDERED

Recommend that the Board of Education ratify the salary checks issued for the December 30, 2016 payroll in the amount of \$1,170,976.63 and the January 13, 2017 payroll in the amount of \$987,342.78.

BS-07: AMENDMENT TO THE US SECURITY ASSOCIATES, INC. SERVICES AGREEMENT

WHEREAS the Keansburg Board of Education and US Security Associates Inc. signed an agreement dated July 1, 2014; and

WHEREAS the Board of Education desires to amend the agreement to include additional positions; NOW THEREFORE BE IT RESOLVED that the agreement is amended to include 3 site supervisors for the remainder of the 2016-2017 school year.

EXHIBIT "B"

BS-08: SCHOOL BOARD RECOGNITION

- WHEREAS, The New Jersey School Boards Association has declared January 2017 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and
- WHEREAS, The Keansburg Board of Education is one of more than 581 local school boards in New Jersey that sets policies and over sees operations for public school districts; and
- WHEREAS, The Keansburg Board of Education embraces the goal of high-quality education for all New Jersey public school students; and
- WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and
- WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and
- **WHEREAS**, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

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- WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and
- WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Education Progress (NAEP) scores and Advanced Placement offerings and test scores. Now, therefore, be it
- RESOLVED, That the Keansburg Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2017 as SCHOOL BOARD RECOGNITION MONTH; and be it further
- **RESOLVED,** That the Keansburg Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

ADDENDUM

BS-09: DEVELOP REQUEST FOR PROPOSAL

Recommend by the Superintendent of Schools, that authority be given to the Purchasing Agent to develop a Request for Proposal for Professional Services/ After-School Instructional Support Program.

Board Secretary's Report

BS-01 through BS-08 ADDENDUM BS-09				
	Yes	No	Abstain	
Bartram	Х			
Clayton	Х			
Donaldson	Х			
Frizell	X			
Hoff	Х		•	
Ketch	X			
Mankowski	Х			
Moran	Х			
Ferraro	X		On BS-07 only	
Motion by:	Donaldson			
Second by:	Frìzell			
	9 in favor			
	0 opposed			
	0 absent 0 abstain			
Roll Call Vote	Motion carried			

COMMUNICATION

The Board received a thank you note from the class of 2017 for their donation and participation in The Senior Gift Auction

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PUBLIC

Jessica Moore – Provided residency documentation, but it was out of date. She needs to bring current proof of residency.

Lehan Doren – Needs to provide documentation to verify residency.

Mary Jo Fabiano – Invited the Board to the School Finance Awareness Dinner to collaborate on how to handle financial issues that we face. She looks forward to open communication with Administration.

Jessica Mankowski - Invited all Board members to Read Across America event.

COMMENTS BY BOARD MEMBERS

Christopher Hoff – PTA did a great job raising funds.

St. Patrick's Day Parade is Sunday, March 26, 2017, all are invited Review the saying "College Starts Here"

MOTION ON ADJOURNMENT

Motion by Frizell and seconded by Bartram to adjourn this meeting.

Roll call vote: 9 in favor, 0 opposed, 0 absent, and 0 abstain; motion carried.

Closed the meeting at 7:54pm

Respectfully submitted:

Daniel Castles

Business Administrator/

Board Secretary

dc/bmw

C: John Niesz

Administrators Board Members