

WEST MILFORD TOWNSHIP BOARD OF EDUCATION

46 Highlander Drive
West Milford, NJ 07480
(973) 697-1700
www.wmtps.org

BOARD OF EDUCATION
MINUTES
BUDGET/REGULAR MEETING
FEBRUARY 23, 2021

DISTRICT GOALS - 2020-2021 SCHOOL YEAR

- *To develop a plan to advance communication and consistent methods of communication, and to enhance branding throughout the District.*
- *Continue to revise and implement the District's hybrid learning model and phased re-entry plans with coordinated adherence to student and staff safety, as well as flexible instructional expectations.*
- *Build a District support system for students and staff for the purpose of social-emotional well-being.*
- *Continue to identify, enhance, and monitor fiscal practices that enable the District to maximize efficiency.*

Mrs. Teresa Dwyer, Board Vice President, called to order the Budget/Regular Meeting of the Board of Education at 7:00 p.m., on February 23, 2021, in the Westbrook School Media Center. Mrs. Dwyer asked for a moment of silence, led the flag salute, read the Open Public Meetings Act Statement, and reminded everyone in attendance to silence or turn off their cell phones, and note the locations of the emergency exits.

OPEN PUBLIC MEETINGS ACT STATEMENT

In accordance with the provisions of the Open Public Meetings Act, a public notice of this meeting has been sent to Board Members, all district schools, the Herald News, the Suburban Trends, the Record, the Messenger, West Milford Town Hall, the County Superintendent's Office, the Board Attorney, Cablevision of Warwick and West Milford TV77; and posted in the Administration Building. Copies of the Board Meeting Calendar Resolution were provided to all local media, Town Hall, Township Library, and all district schools.

MS. BARBARA FRANCISCO, BOARD SECRETARY, CALLED THE ROLL:

| TRUSTEE | ATTENDANCE | TRUSTEE | ATTENDANCE | TRUSTEE | ATTENDANCE |
|-----------------|--------------------------|--------------|------------|----------------|--------------------------|
| Mrs. Romeo | Absent/Arr. 7:11 p.m. | Mrs. Dwyer | Present | Mr. Ofshinsky* | Absent/Arr. 7:39 p.m. |
| Mrs. Stephenson | Present | Mr. Guarino | Present | Mr. Stillman* | Present |
| Mr. Conklin | Present | Mrs. O'Brien | Present | Mrs. Van Dyk* | Present |

*Mr. Ofshinsky, Mr. Stillman and Mrs. Van Dyk participated in the meeting remotely.

Minutes for the Budget/Regular Meeting of February 23, 2021

MS. BARBARA FRANCISCO, BOARD SECRETARY, CALLED THE ROLL:

| ADMINISTRATION | POSITION | ATTENDANCE |
|--------------------------|--|------------|
| Dr. Alex Anemone | Superintendent of Schools | Present |
| Ms. Barbara Francisco | Board Secretary/Business Administrator | Present |
| Mr. Daniel Novak | Director of Education | Present |
| Dr. Elizabeth McQuaid | Director of Special Services | Present |
| Andrew Brown, Esq. | Board of Education Attorney | Present |
| Faith Strina (Alternate) | Student Representative | Present |

There were approximately 7 members of the public in attendance.

VI. SUPERINTENDENT'S REPORT - Dr. Alex Anemone

- Dr. Anemone introduced, Zachary Rodek, a High School junior, who spoke about an Eagle Scout Project he would like to complete at Apshawa School. Proposals were given to Board members. Zach spoke about his project of restoring the outdoor classroom at Apshawa School. There are currently six benches and a picnic table in the area for outdoor learning, and his plan is to remove the benches and replace them with eight or more new wooden benches. More picnic tables would be placed in the 44 x 33 foot area, and two areas where plants and circles of rocks will be removed. He will be adding items to the outdoor classroom, such as building a whiteboard cabinet with weather proof doors. Pictures have been included in his proposal to the Board. His plan includes an outdoor podium for teachers to use during class. His project will be beneficial to Apshawa by providing more space for students to learn during these times, building a whiteboard for use by teachers, having the space to use for science experiments, poetry, and other outdoor activities, and it will give the teachers space to eat lunch. It can also be used by after school clubs, and/or create a space for boy scouts and girl scouts to meet. He is planning to start this project between April and June, and anticipates completing the project by the Fall. He plans to raise funds for the project by asking for donations.
- Amanda Gerold, Student Representative, was not able to attend the meeting. Alternate Student Representative, Faith Strina, Vice President of the West Milford Student Council, provided the Board with highlights of activities at the High School. She spoke about a virtual Valentine's Day in coordination with St. Jude Children's Hospital, and the Student Council planning for the Senior Choice Awards this year. She spoke about National Art Honor Society upcoming events that will be announced soon. She also reported on Winter sports teams, including girls and boys basketball, fencing, bowling, ice hockey, and that the students wish all of the Spring sports good luck in their upcoming long awaited seasons. She thanked the Board for allowing her to speak.

Mr. Guarino stated he has been able to watch fencing, bowling and other sports, and thanked the students and the TV Science program that are filming those events and for being able to watch it on-line. He is also happy that parents are finally able to get into the gyms to watch their children play.

VI. SUPERINTENDENT'S REPORT - Dr. Anemone - Continued

- Dr. Anemone discussed school highlights. He spoke about the Westbrook Cares Club, facilitated by Ms. Donegan and Mrs. Stanley, who recently worked with the Milford Manor for Valentine's Day, with a special delivery to the residents and staff. Dr. Anemone read a summary of this event and congratulated the staff, students and parents of Westbrook School.
- Dr. Anemone spoke about the semi-annual HIB-ITP Training and Program Information Reporting for Period 1, which is July 1, 2020, through December 31, 2020. There were zero HIB investigations for the District during that period. He also spoke about school training and district-wide training for our staff during that period.

VII. DIRECTOR OF EDUCATION'S REPORT - Mr. Dan Novak

- Mr. Novak provided a brief recap on the February 16, 2021 Professional Development Day. He spoke about the snow event that occurred and transitioning to the schedule being conducted virtually. The day focused on the theme, "silver lining" across the district, identifying things that we have gained. He shared highlights of the day and pointed to technology being a huge plus of what has been gained. He spoke about the K-12 physical education department and "Functional Movement." Mr. Novak also spoke about financial literacy collaboration between Macopin and the High School, and K-5 staff meeting with literacy consultants and received training. Mr. Novak thanked the staff for their help in coordinating this virtual event.

Dr. McQuaid also provided information to the Board on the Professional Development Day for Special Education staff. She explained the focus for special class aides was mental health and autism. Speakers were brought in for both sessions, and the feedback was positive. Mental health providers met during the day with Columbia University to go over suicide risk questions they had and techniques used to assess virtually. The afternoon discussions focused on mental health support and social-emotional wellness for staff. Mrs. Romeo inquired about the Columbia rating scale for suicide risk assessment use in the District. Dr. McQuaid responded to her inquiry.

- Mr. Novak spoke about the Music and Art Departments. He stated they are planning to move forward with the District Arts Festival and will be meeting with staff to further discuss this. Mr. Novak did not have information on a date and location, but hopes to share specific information on this at the Board meeting in March.

**VIII. SPECIAL REPORTS AND CORRESPONDENCE - Ms. Barbara Francisco, Board Secretary/
Business Administrator**

Motion by Mrs. O'Brien, seconded by Mr. Guarino, to approve the following Board of Education meeting minutes:

- January 5, 2021 Reorganization/Ethics/Special Action Meeting
- January 19, 2021 Workshop/Special Action Meeting
- January 26, 2021 Budget/Regular Meeting
- January 26, 2021 Executive Session

VOICE VOTE:

All in Favor.

MOTION PASSED.

IX. PRESIDENT'S REPORT - Mrs. Lynda Van Dyk

No report. Mrs. Van Dyk thanked Dr. Anemone for the coordination of virtual snow days due to inclement weather this month.

X. PUBLIC COMMENT - AGENDA ITEMS (PLEASE SIGN IN)

This portion of the meeting is open to members of the public for the purpose of addressing resolutions on this agenda only. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. Each speaker will be given five (5) minutes, for a period of thirty (30) minutes; and then time permitting, other public comment limited to five (5) minutes per speaker will be allowed, until the thirty (30) minute period transpires. All members of the public speaking during this public comment period are asked to address topics listed in the agenda. All speakers are asked to sign the register provided and to give their full name, spell their last name, group affiliation, if appropriate, and provide their address. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate.

The Board asks that members of the public be courteous and respectful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged, and the Board and the Administration will not respond to them. Students and employees have specific legal rights afforded to them by the laws of New Jersey. The Board is not responsible and is not liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments. Members of the public are reminded that they are legally responsible and liable for their comments.

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

XI. MOTION BY MRS. ROMEO, SECONDED BY MRS. O'BRIEN, TO ADOPT THE AGENDA AS PRESENTED AND AMENDED.

VOICE VOTE: All in Favor. MOTION PASSED.

XII. EDUCATION - Mrs. Teresa Dwyer, Chairperson

Motion by Mrs. Romeo, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #7:

DISCUSSION: Mrs. Van Dyk spoke about item #6, and thanked Dr. McQuaid for the incoming tuition receivable contract from Ringwood.

Mr. Guarino also thanked Dr. McQuaid with regard to item #6.

Mrs. Romeo spoke about item #1, and stated it is amazing that our 5th graders are having band lessons and enjoying them virtually. She spoke about item #4, Chemistry Honors books, and hopes that we look to not teach Honors courses, but to have an AP track and less of an Honors track at the High School.

XII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

DISCUSSION: Mrs. Stephenson also spoke about item #4, and explained how other school districts that have eliminated honors courses and do more AP track, their numbers are higher and are rated higher in the state. She questions adopting a textbook and having an honors track.

Dr. Anemone asked Mrs. Coleen Weiss-Magasic, Science Supervisor, to provide a brief overview of the Chemistry Honors and Chemistry AP classes.

Mrs. Weiss-Magasic addressed the Board and provided an explanation on how Honors and AP Science classes run differently, as compared to English or Social Studies. She explained the College Board's clear recommendation for High School pre-requisite classes prior to taking AP courses. She further explained all of the AP classes that are offered at the High School, and what the Honors pre-requisite classes are.

Mrs. Stephenson inquired if Honors classes can be offered to middle school students to give them the opportunity to take them as a pre-requisite. Mrs. Weiss-Magasic explained that some districts offer Biology in 8th grade, but cautions that putting High School level classes into the middle school, so that students can take AP classes in High School does not necessarily have students more prepared. With the current sequence of courses, students will have more AP courses to be able take in junior and senior year. Board members had additional questions regarding testing and the sequence of courses. Mrs. Weiss-Magasic responded to their inquiries.

Mrs. Stephenson asked for more information on item #3, K-5 Science. Mrs. Weiss-Magasic explained after reviewing a number of programs to implement the New Jersey Student Learning Standards in Science, they found this program strongly supports teachers in providing background information and also structures lessons that are very hands-on. The program is entirely based on themes and projects, and it embraces the standards in a way that no other program that has been looked at does. It is a three year implementation, with the first pilot in the Spring in Life Science, the next year will be Physical Science, and the following year will be Earth and Space Science.

Board members had questions regarding the program and teachers. Mr. Novak and Mrs. Weiss-Magasic provided responses and additional information to their inquiries. Mr. Novak also provided a sample of the textbook.

Mrs. Romeo inquired as to how many AP courses are offered at the High School. Mrs. Weiss-Magasic responded to her inquiry.

1. The recommendation of the Superintendent to adopt the following resolution proclaiming March 2021 as **MUSIC IN OUR SCHOOLS MONTH**:

WHEREAS, the study of music contributes to young people's development through heightened skills in listening, reading, self-expression, and creativity; and

WHEREAS, music education in the schools includes a broad range of types of music and active musical experiences; and

WHEREAS, music and the other arts significantly enhance the morale and quality of the school environment; and

XII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

1. (Continued)

WHEREAS, it is the stated objective of the public school to prepare children for a productive role in our society; and

WHEREAS, NAFME: The National Association for Music Education has designated March as **MUSIC IN OUR SCHOOLS MONTH**, focusing on the theme "**The Arts Connect Us.**"

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of West Milford Township endorses the observation of **MUSIC IN OUR SCHOOLS MONTH** as an opportunity to support the purposes and practices of music education and encourages teachers, parents, students, and all citizens to participate.

The Board of Education of the West Milford School District, for its own part, rededicates itself to the maintenance of a music education program that will be relevant to the needs of the children placed in its care and will reach and positively influence each child, and that this resolution be spread upon the minutes of the public meeting of the West Milford Board of Education held on February 23, 2021.

2. The recommendation of the Superintendent to adopt the following resolution proclaiming March 2021 as **YOUTH ART MONTH**:

WHEREAS, art education contributes powerful educational benefits to all elementary and secondary students including the following:

- * art education develops students' creative problem solving and critical thinking abilities;
- * art education teaches sensitivity to beauty, order, and other expressive qualities;
- * art education gives students a deeper understanding of world cultures, values, and beliefs;
- * art education reinforces and brings to life what students learn in other subjects; and
- * art education integrates student learning in art production, art history, art criticism and aesthetics, philosophy; and

WHEREAS, our national leaders have acknowledged the necessity of including arts experiences in all students' education;

THEREFORE, BE IT RESOLVED that support should be given to art educators as they attempt to strengthen art education in their schools and communities;

NOW, THEREFORE, it is proclaimed that March be observed as **YOUTH ART MONTH** focusing on the theme, "**The Arts Connect Us**" in the schools of the West Milford Township School District, and that this resolution be spread upon the minutes of the public meeting of the West Milford Board of Education held on February 23, 2021.

XII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

- 3. The recommendation of the Superintendent to approve the following **PROGRAM ADOPTION** for the 2020-2021 school year:

Course: K-5 Science
Program: Knowing Science
Publisher: Knowing Science, LLC
Copyright: 2016
Number of Units needed: 3
Cost per unit: \$ 48,250.00/Life Science
\$125,000.00/Physical Science
\$ 48,000.00/Earth and Space Science
Price: \$221,250.00
Account: 11-190-100-610-XX-34-000

- 4. The recommendation of the Superintendent to approve the following **TEXTBOOK ADOPTION** for the 2020-2021 school year:

Course: Chemistry Honors
Textbook: Introductory Chemistry: A Foundation
Author: Steven S. Zumdahl/Donald J. DeCoste
Publisher: Cengage
Copyright: 2019
ISBN Number: 9781337860413
Number of Books Needed: 75
Cost per book: \$170.75
Price: \$12,806.25
Account: 11-190-100-640-09-34-000

- 5. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (May 2020)**, to accept the funds for the **ELEMENTARY and SECONDARY SCHOOL EMERGENCY RELIEF (ESSER)** Grant Application **FY 2020-2022**, in the amount of **\$264,301.00**.

NOTE: Additional funding of \$13,690.00.

- 6. The recommendation of the Superintendent to approve the following **SPECIAL EDUCATION TUITION RECEIVABLE CONTRACT**, retroactive from January 1, 2021, through March 31, 2021:

Table with 3 columns: District Placement, Tuition, Sending District. Row 1: Maple Road/CLIMB Student#: 73037, \$199.70/diem, Ringwood Public Schools Ringwood, New Jersey

- 7. The recommendation of the Superintendent to approve **TRAINING AND TRAVEL RELATED EXPENDITURES** for Instructional and School Support Staff at the mileage rate established by the Board. (Documentation provided electronically.)

XII. EDUCATION - Mrs. Dwyer, Chairperson - Continued

ROLL CALL FOR ITEMS #1 THROUGH #7:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|-----------------|------|---------------|-------|--------------|------|
| Mrs. Dwyer | Yes | Mr. Stillman | Yes | Mr. Conklin | Yes |
| Mr. Guarino | Yes | Mr. Ofshinsky | Yes | Mrs. O'Brien | Yes |
| Mrs. Stephenson | Yes* | Mrs. Romeo | Yes** | Mrs. Van Dyk | Yes |

*Mrs. Stephenson voted "No" to items #3 and #4.

**Mrs. Romeo voted "No" to item #4.

The **MOTION PASSED.**

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Courtney Stephenson, Chairperson

NOTE: All appointees recommended for employment will meet the New Jersey State law requirements for the criminal history review prior to their start date.

Motion by Mrs. Stephenson, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #11 and items #13 through #37 (**ITEM #12 WAS PULLED AND REMOVED FROM THE AGENDA**):

DISCUSSION: Mrs. Van Dyk congratulated Mrs. Gridley, Mrs. Mellino-Murphy, and Mrs. Erli on their retirements and wished them well.

Mrs. Stephenson also congratulated Mrs. Gridley on her retirement.

Mrs. Dwyer spoke about the retirees and wished them well. She also spoke about Brian Bobrowski resigning and wished him well.

Mr. Guarino congratulated Mrs. Gridley and wished her well on her retirement.

1. The recommendation of the Superintendent to accept, with regret, the resignation of **NANCY GRIDLEY**, Media Specialist, Maple Road/Westbrook Schools, effective July 1, 2021, for the purpose of retirement.
2. The recommendation of the Superintendent to accept, with regret, the resignation of **CATHERINE MELLINO-MURPHY**, Science Teacher, High School, effective April 1, 2021, for the purpose of retirement.
3. The recommendation of the Superintendent to accept, with regret, the resignation of **EVELYN ERLI**, World Language Teacher, High School, effective July 1, 2021, for the purpose of retirement.
4. The recommendation of the Superintendent to accept the resignation of **MARGARET HUSHON**, Secretary, High School, effective March 26, 2021.
5. The recommendation of the Superintendent to accept the resignation of **BRIAN BOBROWSKI**, Head Custodian, Upper Greenwood Lake School, effective March 27, 2021.
6. The recommendation of the Superintendent to accept the resignation of **MARTA SEREDYNIECKI**, School Bus Driver, Transportation, effective February 26, 2021.

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Stephenson, Chairperson - Continued

7. The recommendation of the Superintendent to approve the appointment of **JENNA SOKOLIK**, 0.7 Art Teacher, District-wide (PC#90.07.10.BLZ; 90.03.10.AIK), at the annual salary of \$38,850.00 (BA/1) (prorated), without health benefits, effective February 24, 2021, through June 30, 2021, per Board of Education/WMEA Agreement. (Replaces Minick)
Account: 11-120-100-101-10-10-000
8. The recommendation of the Superintendent to approve the appointment of **CARA GRASSANO**, Speech Language Specialist, Maple Road School (PC#90.03.42.AOP), at the annual salary of \$60,500.00 (MA/2) (prorated), with health benefits, effective April 26, 2021, or upon release from present employer, through June 30, 2021, per Board of Education/WMEA Agreement. (Replaces Warner) Account: 11-000-216-101-10-10-000
9. The recommendation of the Superintendent to approve the appointment of **KRISTYN GERGELYI**, Replacement Grade 4 Teacher, Marshall Hill School (PC#99.04.99.CCP), at the per diem rate of \$150.00, with health benefits, effective March 4, 2021, through May 30, 2021, per Board of Education Agreement. (Replaces Begley) Account: 11-120-100-101-10-10-103

NOTE: The duration of the position is based on the date of the employee's return to work.

10. The recommendation of the Superintendent to approve the appointment of **CHERYL McCONNELL**, Replacement Grade 4 Teacher, Upper Greenwood Lake School (PC#99.06.00.BOF), at the per diem rate of \$150.00, without health benefits, effective March 3, 2021, through April 1, 2021, per Board of Education Agreement. (Replaces Merritt)
11. The recommendation of the Superintendent to approve an **EXTENSION** to the appointment of **SABRINA ARNOLD**, Replacement Grade 5 Teacher, Upper Greenwood Lake School (PC#99.06.00.CEL), at the annual salary of \$55,500.00 (BA/1) (prorated), with health benefits, effective April 5, 2021, through June 30, 2021, per Board of Education Agreement. (Replaces Merritt) Account: 11-120-100-101-10-10-100

ITEM #12 WAS PULLED AND REMOVED FROM THE AGENDA

13. The recommendation of the Superintendent to approve a **TEMPORARY TRANSFER OF ASSIGNMENT** for **DAVID GEROLD**, from Special Class Aide, High School, to Special Education Teacher (Resource Center), Paradise Knoll School, at the per diem rate of \$200.00, retroactive from February 17, 2021, through March 2, 2021. (Replaces Hogue) Account: 11-213-100-101-10-10-000
14. The recommendation of the Superintendent to approve an **EXTENSION** to a leave of absence for **CHRISTOPHER KELLY**, Supervisor of Operations, District-wide, with pay using sick days, retroactive from February 2, 2021, through February 28, 2021. (Medical)

NOTE: The employee may return prior to the above date pending medical certification.

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Stephenson, Chairperson - Continued

15. The recommendation of the Superintendent to approve a leave of absence for **LINDSEY CHRISTENSEN**, Social Worker, Highlander Academy, with pay using sick days, effective May 17, 2021, through June 1, 2021, then without pay under the Family Medical Leave Act, effective June 2, 2021, through June 24, 2021. (Maternity/Child Rearing)

NOTE: The employee may return prior to the above date pending medical certification.

16. The recommendation of the Superintendent to approve an **EXTENSION** to a leave of absence for **ALEXANDRA BROWN**, World Language Teacher, High School, with pay using sick days, retroactive from February 1, 2021, through February 12, 2021 (.5), then without pay, retroactive from February 12, 2021 (.5), through February 26, 2021. (Medical)

NOTE: The employee may return prior to the above date pending medical certification.

17. The recommendation of the Superintendent to approve an **EXTENSION** to a leave of absence for **KRISTEN SEIBERT**, Encore Teacher, Apshawa School, without pay, effective March 1, 2021, through March 31, 2021. (Child Rearing)

NOTE: The employee may return to work prior to the above date pending medical certification.

18. The recommendation of the Superintendent to approve an **EXTENSION** to the appointment of **ARIANNA MCGUINNESS**, Replacement Encore Teacher, Apshawa School (PC#99.01.00.CBO), at the annual salary of \$55,500.00 (BA/1) (prorated), with health benefits, effective March 1, 2021, through March 31, 2021, per Board of Education Agreement. (Replaces Seibert) Account: 11-120-100-101-10-10-103

NOTE: The duration of the position is based on the date of the employee's return to work.

19. The recommendation of the Superintendent to approve an **EXTENSION** to a leave of absence for **CATHERINE CLINTON**, Special Education Teacher (Resource Center), Apshawa School, with pay using sick/personal days, retroactive from February 16, 2021, through February 24, 2021, then without pay, effective February 25, 2021, through February 26, 2021. (Medical)

NOTE: The employee may return to work prior to the above date pending medical clearance.

20. The recommendation of the Superintendent to approve an **EXTENSION** to a **TEMPORARY TRANSFER OF ASSIGNMENT** for **CATHY HIESTER**, from Special Class Aide, Apshawa School, to Replacement Special Education Teacher (Resource Center), Apshawa School, at the per diem rate of \$200.00, retroactive from February 16, 2021, through February 26, 2021, then at the annual salary of \$55,500.00 (BA/1) (prorated), effective March 1, 2021, through June 30, 2021. (Replaces Clinton) Account: 11-213-100-101-10-10-000

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Stephenson, Chairperson - Continued

21. The recommendation of the Superintendent to approve an **EXTENSION** to the appointment of **MELISSA FLETCHER**, Replacement Special Class Aide, Marshall Hill School (PC#99.04.00.CGR), at the per diem rate of \$84.00, retroactive from February 16, 2021, through March 28, 2021, then at the annual salary of \$23,682.00 (Step 1) (prorated), effective March 29, 2021, through June 30, 2021, with health benefits, per Board of Education Agreement. (Replaces Hiester) Account: 11-214-100-106-10-10-000
22. The recommendation of the Superintendent to approve a leave of absence for **MICHELLE DeVOID**, Grade 2 Teacher, Apshawa School, with pay using sick days, retroactive from February 17, 2021, through June 24, 2021, then without pay, under the Family Medical Leave Act, effective September 1, 2021, through November 19, 2021. (Maternity/Child Rearing)

NOTE: The employee may return prior to the above date pending medical certification.

23. The recommendation of the Superintendent to approve a leave of absence for **NICOLE GRIMSHAW**, Health and Physical Education Teacher, Macopin School, with pay using sick days, effective April 19, 2021, through June 24, 2021, then without pay under the Family Medical Leave Act, effective September 1, 2021, through November 19, 2021. (Maternity/Child Rearing)

NOTE: The employee may return prior to the above date pending medical certification.

24. The recommendation of the Superintendent to approve a leave of absence for **ERIN DAVIE**, Grade 3 Teacher, Westbrook School, with pay using sick days, effective April 5, 2021, through June 24, 2021. (Maternity/Child Rearing)

NOTE: The employee may return prior to the above date pending medical certification.

25. The recommendation of the Superintendent to approve a leave of absence for **TINA THOMPSON**, Kindergarten Teacher, Upper Greenwood Lake School, with pay using sick days, effective March 10, 2021, through April 5, 2021, then without pay under the Family Medical Leave Act, effective April 6, 2021, through September 10, 2021, then without pay, effective September 11, 2021, through September 30, 2021. (Maternity/Child Rearing)

NOTE: The employee may return prior to the above date pending medical certification.

26. The recommendation of the Superintendent to approve the appointment of **EWELINA WITALIS**, Replacement Kindergarten Teacher, Upper Greenwood Lake School (PC#99.06.00.CHC), at the per diem rate of \$150.00, with health benefits, effective March 10, 2021, through June 30, 2021, per Board of Education Agreement. (Replaces Thompson) Account: 11-110-100-101-10-10-103

NOTE: The duration of the position is based on the date of the employee's return to work.

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Stephenson, Chairperson - Continued

27. The recommendation of the Superintendent to approve a leave of absence for **EDIE RINALDI**, Special Class Aide, High School, with pay using sick days, retroactive from February 16, 2021, through February 25, 2021, then without pay, effective February 26, 2021, through March 15, 2021. (Medical)

NOTE: The employee may return prior to the above date pending medical certification.

28. The recommendation of the Superintendent to approve an **EXTENSION** to a leave of absence for **ROBERTO ZUBAN**, Special Class Aide, High School, without pay, retroactive from February 11, 2021, through February 28, 2021. (Medical)
29. The recommendation of the Superintendent to approve an **EXTENSION** to the appointment of **STACY SILVESTRI**, Replacement Special Class Aide, High School (PC#99.09.00.CGQ), at the per diem rate of \$84.00, with health benefits, retroactive from February 11, 2021, through February 28, 2021. (Replaces Zuban) Account: 11-213-100-106-10-10-000
30. The recommendation of the Superintendent to approve a leave of absence for **LORI POLKOWSKI**, Cafeteria Worker, High School, without pay, retroactive from February 9, 2021, through June 30, 2021. (Medical/Caregiver)

NOTE: The employee may return to work prior to the above date.

31. The recommendation of the Superintendent to approve an **EXTENSION** to a leave of absence for **ROBYN HEMPEL**, Cafeteria/SACC Aide, Maple Road/Westbrook Schools, without pay, retroactive from February 12, 2021, through May 3, 2021. (Medical/Caregiver)

NOTE: The employee may return prior to the above date pending medical certification.

32. The recommendation of the Superintendent to approve the following additions to the certified personnel list of **SUBSTITUTE TEACHERS/COACHES/NURSES/SPECIAL PROJECTS** for the 2020-2021 school year, effective February 24, 2021, through June 20, 2021:

AMY HANSEN (Teacher)
ANDREW TURZILLI (Teacher)
EWELINA WITALIS (Teacher)
HANA DAGHESTANI (Teacher)
JACOB JAFFE (Teacher)
JESSICA KACHLER (Teacher)
JESSICA UTTER (Teacher)
KRISTYN GERGELYI (Teacher)
RYAN GILLEN (Teacher)

33. The recommendation of the Superintendent to approve the following additions to the non-certified personnel list of **SUBSTITUTE SECRETARIES/BUILDING AIDES/CAFETERIA AIDES/SPECIAL CLASS AIDES/SACC AIDES/OPERATIONS/SCHOOL BUS/VAN/SPECIAL USE VEHICLE DRIVERS & VEHICLE AIDES** for the 2020-2021 school year, effective February 24, 2021, through June 30, 2021:

AMY HANSEN (Building, Special Class Aide)
HANA DAGHESTANI (Secretary)

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Stephenson, Chairperson - Continued

34. The recommendation of the Superintendent to approve **an amendment to a previously approved resolution (January 2021)**, for the following **ELEMENTARY SCHOOLS ACADEMIC SUPPORT CLUBS AND INSTRUCTORS**, for the 2020-2021 school year, at the hourly rate of \$35.00, per Board of Education/WMEA Agreement - Account: 11-401-100-110-10-10-000:

| <u>Staff Member</u> | <u>School</u> | <u>Hours</u> |
|---------------------------|------------------|--------------|
| CAITLIN STANICH | Westbrook | 20 |
| JENNIFER CASPERSON | Westbrook | 35 |

35. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITY ASSIGNMENTS, DISTRICT ARTS FESTIVAL**, for the 2020-2021 school year - Account: 11-401-100-110-10-10-000:

| <u>Staff Member</u> | <u>Assignment</u> | <u>Stipend</u> |
|------------------------------|-------------------------------|----------------|
| <u>High School</u> | | |
| JOHN CAILLIE | Art/Industrial Art Teacher | \$140.00 |
| CATHLEEN COSGROVE | Art/Industrial Art Teacher | \$140.00 |
| ALLAN EFRUS | Art/Industrial Art Teacher | \$140.00 |
| CYNTHIA GALLAUGHER | Art/Industrial Art Teacher | \$140.00 |
| EDWARD MARZALIK | Art/Industrial Art Teacher | \$140.00 |
| JOSEPH JORDAN | Art/Industrial Art Teacher | \$140.00 |
| JENNIFER MONEGO | Art/Ind. Art Teacher/Program | \$210.00 |
| PETER SHAVER | Art/Industrial Art Teacher | \$140.00 |
| LEONARD VAN WINGERDEN | Art/Industrial Art Teacher | \$140.00 |
| ROBERT WIEDMANN | Art/Industrial Art Teacher | \$140.00 |
| <u>Grades K-5</u> | | |
| CHELSEA PIRES | Art Teacher | \$175.00 |
| JENNA SOKOLIK | Art Teacher | \$175.00 |
| LORRAINE POAT | Art Teacher | \$175.00 |
| JESSICA ZIEGENBALG | Art Teacher | \$175.00 |
| KRISTEN CALLAHAN | Music Teacher/Adv. Band Mgr. | \$385.00 |
| CHRISTINE PATERNO | Music Teacher/Band and Choral | \$595.00 |
| TAMARA McLAUGHLIN | Music Teacher | \$350.00 |
| HUNTER MANGANO | Music Teacher | \$350.00 |
| <u>Grades 6-12</u> | | |
| MATTHEW GRAMATA | Music Teacher | \$350.00 |
| DOUGLAS HEYBURN | Music Teacher | \$350.00 |
| SUSAN KACZOR | Music Teacher | \$350.00 |
| BRIAN McLAUGHLIN | Music Teacher | \$350.00 |
| ERICA McPARTLAND | Music Teacher | \$350.00 |
| MATTHEW PACCIONE | Music Teacher | \$350.00 |

36. Upon the recommendation of the Superintendent, the Board authorizes spring sports and activities/competitions to begin on March 1, 2021, and authorizes the Board President to execute a Sidebar Agreement with the West Milford Education Association (WMEA), for the 2020-2021 school year. (Documentation provided electronically.)

XIII. PERSONNEL/STUDENT AFFAIRS - Mrs. Stephenson, Chairperson - Continued

37. The recommendation of the Superintendent to approve the following **HIGH SCHOOL STUDENT ACTIVITIES ASSIGNMENTS AND STIPENDS** for the **SPRING 2021 ATHLETIC SEASON**, per Board of Education/WMEA Agreement - Account: 11-402-100-110-10-10-000:

| <u>Employee</u> | <u>Position</u> | <u>Step</u> | <u>Stipend</u> |
|-------------------|--------------------------|-------------|----------------|
| NICOLE GWINNETT | Head Softball | C+Longevity | \$ 9,824.00 |
| CANDICE CARLISLE | Asst. Softball | B | \$ 6,110.00 |
| McKENZIE MORANDO | Asst. Softball | A | \$ 5,130.00 |
| KENNETH CANALI | Head Tennis (Boys) | B | \$ 5,788.00 |
| DAVID GEROLD | Asst. Tennis (Boys) | A | \$ 3,245.00 |
| ARTHUR JOECKS | Head Track (Boys) | C+Longevity | \$ 9,824.00 |
| MICHAEL LAMBERT | Asst. Track (Boys) | C+Longevity | \$ 7,426.00 |
| BRIAN LESLIE | Asst. Track (Boys) | C | \$ 7,226.00 |
| SHARON PIECUCH | Head Track (Girls) | C+Longevity | \$ 9,824.00 |
| CHRISTOPHER JONES | Asst. Track (Girls) | A | \$ 5,130.00 |
| JASON BENZ | Asst. Track (Girls) | A | \$ 5,130.00 |
| JOSEPH JORDAN | Head Baseball | C+Longevity | \$ 9,824.00 |
| TAYLOR PEVNY | Asst. Baseball | C | \$ 7,226.00 |
| JAKE MATHEWS | Asst. Baseball | A | \$ 6,110.00 |
| JOSEPH PETROSI | Head Boys Golf | B | \$ 5,788.00 |
| TIMOTHY McCLURG | Head Girls Golf | B | \$ 5,788.00 |
| GARY STOLL | Head Boys Lacrosse | C | \$ 9,624.00 |
| STEPHEN MASLANEK | Asst. Boys Lacrosse (.5) | C | \$ 3,613.00 |
| TIMOTHY MICKENS | Asst. Boys Lacrosse (.5) | A | \$ 2,565.00 |
| CHRISTIAN CONWAY | Head Girls Lacrosse | C | \$ 9,624.00 |
| KRISTA PROVOST | Asst. Girls Lacrosse | C | \$ 7,226.00 |
| ALYSSA FORGET | Head Boys Volleyball | C | \$ 9,624.00 |
| JASON D'esVERNEY | Asst. Boys Volleyball | A | \$ 5,130.00 |

ROLL CALL FOR ITEMS #1 THROUGH #11 AND #13 THROUGH #37:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|-----------------|-------------|----------------|-------------|----------------|-------------|
| Mrs. Stephenson | Yes | Mr. Ofshinsky | Yes | Mrs. Dwyer | Yes |
| Mrs. O'Brien | Yes | Mrs. Romeo | Yes* | Mr. Stillman | Yes |
| Mr. Guarino | Yes | Mr. Conklin | Yes | Mrs. Van Dyk | Yes |

*Mrs. Romeo "Abstained" on Item #24.

The **MOTION PASSED.**

XIV. OPERATIONS & FINANCE, Mr. David Ofshinsky - Chairperson

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to approve the following agenda items #1 through #4:

DISCUSSION: Mrs. Dwyer inquired if the auditors will be doing a presentation for the Board. Ms. Francisco stated the auditors will be presenting at the March 9th Board meeting.

Mrs. Van Dyk thanked Ms. Francisco and her staff for all of their hard work with regard to minimal audit findings and corrective actions.

XIV. OPERATIONS & FINANCE - Mr. Ofshinsky, Chairperson - Continued

1. The recommendation of the Superintendent to accept the independent **COMPREHENSIVE ANNUAL FINANCIAL REPORT** for the period ending June 30, 2020, prepared by the firm of Wielkocz & Company, LLC, in accordance with N.J.S.A. 18A:23-1 through 11.
2. The recommendation of the Superintendent to accept the **AUDITORS MANAGEMENT REPORT** for the period ending June 30, 2020, and approve the following **CORRECTIVE ACTION PLANS** prepared by the Business Administrator, in response to the 2019-2020 Comprehensive Annual Financial Report:

CORRECTIVE ACTION PLAN

Financial Planning, Accounting and Reporting

Finding 2020-01: In one instance, an employee included for reimbursement for TPAF FICA was not eligible for reimbursement.

Corrective Action: The District will ensure that only employees eligible and enrolled in TPAF pension be included for reimbursement request for TPAF FICA.

Method of Implementation: Reports generated for FICA reimbursements will be reviewed to ensure that non-TPAF members are not included in the reimbursement request.

Person(s) Responsible for Implementation: Assistant Business Administrator and Business Administrator

Completion Date: 02/28/2021

CORRECTIVE ACTION PLAN

Pupil Transportation

Finding 2020-02: In multiple instances, regular education students were reported on the DRTRS as special education without special needs transported.

Corrective Action: The District will ensure that student classifications on the DRTRS agree with the classification on the student registers as of the October 15 cut-off each year.

Method of Implementation: When transportation changes are made in the student's IEP, the new information will be relayed to the Transportation Supervisor.

Person(s) Responsible for Implementation: Director of Special Services, Transportation Supervisor and Business Administrator

Completion Date: 02/28/2021

XIV. OPERATIONS & FINANCE - Mr. Ofshinsky, Chairperson - Continued

3. The recommendation of the Superintendent to approve the following Resolution:

BE IT RESOLVED, that the West Milford Board of Education acknowledges that the Emergency Food Service Management Contract expires on June 30, 2021 and is not renewable; and

WHEREAS, the USDA COVID-19 Waiver #71 allows the flexibility to procure a non-competitive emergency contract for the 2021-2022 school year; and

WHEREAS, The Pomptonian submitted a response to the solicitation for emergency procurement for the food service management operations for July 1, 2021 through June 30, 2022;

NOW THEREFORE, BE IT RESOLVED, upon the recommendation of the Business Administrator, that the West Milford Board of Education award the emergency contract for food service management to The Pomptonian, a New Jersey Corporation, located at 3 Edison Place, Fairfield, New Jersey 07004-3511.

The Pomptonian shall receive, in addition to the costs of operation, an administrative/management fee of \$59,000.00 to compensate for administrative and management costs. This fee shall be billed in ten (10) monthly installments of \$5,900.00. The West Milford Board of Education guarantees payment of such costs and fee to The Pomptonian.

Guaranteed operating results are not permitted during the term of the emergency contract.

4. The recommendation of the Superintendent to approve an agreement between the **TOWNSHIP OF WEST MILFORD** and the **WEST MILFORD BOARD OF EDUCATION** for the use of fields behind West Milford High School and District parking locations, for the West Milford Community Services and Recreation Fireworks event to be held on Friday, July 2, 2021 (rain date: July 9, 2021).

ROLL CALL FOR ITEMS #1 THROUGH #4:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|-----------------|-------------|----------------|-------------|----------------|-------------|
| Mr. Ofshinsky | Yes | Mrs. O'Brien | Yes | Mrs. Romeo | Yes |
| Mrs. Stephenson | Yes | Mr. Stillman | Yes | Mr. Conklin | Yes |
| Mr. Guarino | Yes | Mrs. Dwyer | Yes | Mrs. Van Dyk | Yes |

The **MOTION PASSED** unanimously.

Motion by Mr. Guarino, seconded by Mr. Conklin, to approve the following agenda item #5:

5. The recommendation of the Superintendent to approve the **PAYROLL** of January 29, 2021, and February 12, 2021, in the amount of \$4,151,981.40. (Documentation provided electronically.)

XIV. OPERATIONS & FINANCE – Mr. Ofshinsky, Chairperson – Continued

ROLL CALL FOR ITEM #5:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|-----------------|---------|--------------|------|--------------|---------|
| Mr. Ofshinsky | Yes | Mrs. Dwyer | Yes | Mr. Conklin | Yes |
| Mrs. Stephenson | Yes | Mr. Stillman | Yes | Mrs. Romeo | Abstain |
| Mr. Guarino | Abstain | Mrs. O’Brien | Yes | Mrs. Van Dyk | Abstain |

The **MOTION PASSED.**

Motion by Mr. Guarino, seconded by Mr. Conklin, to approve the following agenda items #6 through #9:

- 6. The recommendation of the Superintendent to approve the **LIST OF BILLS/ VENDORS** for the period ending **February 23, 2021**, in the amount of \$2,160,999.27. (Documentation provided electronically.)
- 7. The recommendation of the Superintendent to approve the following **TRANSFER OF FUNDS RESOLUTION** for the period ending **February 23, 2021:**

BE IT RESOLVED, by the Board of Education of the Township of West Milford that the following transfers made on the financial records of the Board affecting the **2020-2021** budget be affirmed and approved. (See folder insert.)

Total transfers in the amount of \$425,300.00.

- 8. The recommendation of the Superintendent to approve the following Resolution:

WHEREAS, the Agenda file of **February 23, 2021** Regular Meeting of the Board contains the A148 Report of the Secretary and the A149 Treasurer’s Monthly Report; and

WHEREAS, both the A148 and A149 are in agreement with the cash balance in the Governmental Funds of:

\$13,348,488.78 as of January 31, 2021; therefore

BE IT RESOLVED, that the Report of the Secretary and the Treasurer’s Monthly Report be accepted. (Documentation provided electronically.)

- 9. The recommendation of the Superintendent to approve the following Resolution:

RESOLVED, that the Board certify as of January 31, 2021, after review of the Secretary’s Monthly (A-148) Report and Treasurer’s Monthly Report (A-149), and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over-expended in accordance with N.J.A.C. 6A:23A-13.3 and 6A:23A-16.10, and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

XIV. OPERATIONS & FINANCE - Mr. Ofshinsky, Chairperson - Continued

ROLL CALL FOR ITEMS #6 THROUGH #9:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|-----------------|------|--------------|------|--------------|------|
| Mr. Ofshinsky | Yes | Mrs. O'Brien | Yes | Mrs. Romeo | Yes |
| Mr. Guarino | Yes | Mr. Stillman | Yes | Mr. Conklin | Yes |
| Mrs. Stephenson | Yes | Mrs. Dwyer | Yes | Mrs. Van Dyk | Yes |

The **MOTION PASSED** unanimously.

XV. POLICY - Mrs. Kate Romeo, Chairperson

Motion by Mrs. Romeo, seconded by Mr. Conklin, to approve the following agenda item #1:

1. The recommendation of the Superintendent to approve the second reading of a **revised POLICY** entitled "School Organization." (Code 8130) (Documentation provided electronically.)

ROLL CALL FOR ITEM #1:

| TRUSTEE | VOTE | TRUSTEE | VOTE | TRUSTEE | VOTE |
|-----------------|------|---------------|------|--------------|------|
| Mrs. Romeo | Yes | Mr. Ofshinsky | Yes | Mr. Guarino | Yes |
| Mrs. O'Brien | Yes | Mr. Stillman | Yes | Mrs. Dwyer | Yes |
| Mrs. Stephenson | Yes | Mr. Conklin | Yes | Mrs. Van Dyk | Yes |

The **MOTION PASSED**.

XVI. COMMITTEE REPORTS/LIAISONS

Parks & Recreation - Mr. Stillman/Mr. Guarino - The meeting was cancelled.

Safety - Mrs. Van Dyk stated there was a meeting on February 4th and that some of the drills being done and shelter in place were discussed. The next meeting will be sometime in May.

Superintendent's Roundtable - Mrs. Van Dyk/Mrs. Dwyer - Mrs. Dwyer indicated there will be a meeting on February 25th. At the last meeting, bus issues were discussed and moving students back into school full-time for in-person instruction.

Passaic County School Boards Association - Mrs. Dwyer/Mrs. O'Brien - Mrs. O'Brien stated the meeting was on February 8th and new NJSBA officers were sworn in. The PCSBA is looking for a new President and two Vice Presidents. There is an "Unsung Hero" program where one students from each District is nominated, and it will be done virtually this year. A Board trustee from Clifton is running the program. The legislative representative discussed standardized testing and the state budget, as far as timing on federal funding. There was also discussion on a program entitled "Eyes on the Future" regarding mental health of students and staff. Kathy Helewa of New Jersey School Boards Association, reminded Board members of the Superintendent evaluation which must be completed by July. Joseph Roselle, Esq., provided a presentation regarding the issues of social media. The next meeting will be held on March 15th.

XVI. COMMITTEE REPORTS/LIAISONS

New Jersey School Boards Association - Mrs. Dwyer/Mrs. Van Dyk - No report.

Legislative - Mr. Ofshinsky - No report.

Technology Oversight - Mr. Guarino spoke about testing and stated that if testing occurs, our Chromebooks will be compliant. The new telephone system is still being researched. Mr. Robert Winston, Technology Supervisor, is working with Mr. Joseph Jordan to obtain quotes for a new sound system for the Board meetings.

Township/Board of Education Joint Committee - Mrs. Dwyer/Mrs. Van Dyk/ Mr. Guarino - No report.

West Milford Municipal Alliance - Mrs. Romeo/Mrs. Stephenson/Mrs. O'Brien - Mrs. Stephenson spoke about programs that the WMMA is offering to our students, and a seminar that they are offering to parents in the community.

XVII. OLD BUSINESS

Mrs. Stephenson asked Dr. Anemone for an update on our hybrid learning. Dr. Anemone provided the Board with a brief update and touched on the discussion of the next steps to bring a higher percentage of students back to school five days a week. More information will be brought to the Board in March. Mrs. Stephenson requested that parents be given sufficient time to make arrangements for their children.

Mrs. Romeo requested to see information on the current number of students who are hybrid and the number of students attending in-person. Dr. Anemone will provide this information to the Board members. Mr. Guarino also commented on K-5 students and that on most days, half to two-thirds of our students are attending school in-person. He is in agreement with working towards getting more students back in school. Dr. Anemone spoke about the latest CDC and Department of Health information and vaccinations.

Mrs. Romeo spoke about student feedback and the ST Math program.

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to close Old Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XVIII. NEW BUSINESS

Mrs. O'Brien spoke about fundraisers in the schools. She would like to see organizations advertise them better and promote it on the school websites. She feels there can be greater community support for our schools in doing so. Mr. Novak spoke about the virtual backpack and where it is posted on the website.

Motion by Mr. Guarino, seconded by Mr. Conklin, to close New Business.

VOICE VOTE: All in Favor. MOTION PASSED.

XIX. PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS (PLEASE SIGN IN)

This portion of the meeting is open to members of the public having a legitimate interest in the actions of the Board for the purpose of addressing any subject matter pertinent to and/or directly related to the operation of the West Milford Public School District. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. Each speaker will be given five (5) minutes, for a period of thirty (30) minutes; and then time permitting, other public comment limited to five (5) minutes per speaker will be allowed, until the thirty (30) minute period transpires. All speakers are asked to sign the register provided and give their full name, spell their last name, group affiliation, if appropriate, and provide their address. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate.

The Board asks that members of the public be courteous and respectful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged, and the Board and the Administration will not respond to them. Students and employees have specific legal rights afforded to them by the laws of New Jersey. The Board is not responsible and is not liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments. Members of the public are reminded that they are legally responsible and liable for their comments.

Motion by Mrs. O'Brien, seconded by Mr. Conklin, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

XX. EXECUTIVE SESSION RESOLUTION

The Board determined there was no need to go into Executive Session.

XXI. ADJOURNMENT

Motion by Mr. Guarino, seconded by Mrs. O'Brien, to adjourn the meeting at 8:31 p.m.

VOICE VOTE: All in Favor. MOTION PASSED.

Respectfully submitted,

Barbara Francisco
Board Secretary