#### **MINUTES**

#### **DENNIS TOWNSHIP BOARD OF EDUCATION**

June 1, 2021

5:30 PM

The Meeting of the Dennis Township Board of Education was held on Tuesday, June 1, 2021 at 5:30 PM in the Dennis Township Primary School.

#### Present:

SBA/BS Paige Sharp-Rumaker

Board President Nichol Hoff

Board Member Jamie Burrows

Board Member Jeanne Donohue

Board Vice President Mary Kate Garry

Board Member Claudia Miller

Board Member Jeff Trout

Board Attorney Amy Elco, Esq.

Chief School Administrator Susan S. Speirs

Board Member Josepha Penrose

Board Member Tami Kern

#### Not present:

William Donio, Esq.

Board Member Mariam Khan

#### A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Board President will:

- Call the meeting to order;
- Take Roll Call; and
- Lead the Pledge of Allegiance.

# Members of the Board of Education

Josepha Penrose

Mariam Khan

Claudia Miller

Jeanne Donohue

Jeffrey Trout

Jamie Burrows

Tami Kern

Mary Kate Garry, Vice President

Nichol Hoff, President

#### **Support Personnel**

Susan S. Speirs, Chief School Administrator

Paige Sharp-Rumaker, School Business Administrator

William Donio, Esq./Amy Houck Elco, Esq., - Cooper Levenson

# B. SUNSHINE LAW

Ms. Hoff read the Sunshine Law to the public and the board members.

# C. ADMINISTRATION REPORT

# 1. Chief School Administrator

Mrs. Speirs read her administrative report and reported on security drills and suspensions.

a. Security Drills for the Month of May 2021.

Primary School

May 14, 2021 - Fire Drill

May 18, 2021 - Severe Weather Drill

Elementary/Middle School

May 13, 2021 - Fire Drill

May 18, 2021 - Severe Weather Drill

b. Student Suspensions for the Month of May 2021.

5th Grade - Male

Assault

7th Grade - Male

Assault

c. District Enrollment for the Month of May 2021.

Primary School	271
Elementary School	180
Middle School	161
Out-of-District Placement	11
TOTAL	623*

<sup>\*38</sup> students are 100% remote learning (11 in PS & 27 in ES/MS)

# 2. Principal

Mrs. Speirs read Mrs. VanArtsdalen's principal report.

3. Child Study Team

Mrs. DiVito read her Child Study Team report.

4. Instructional Coach/Curriculum Supervisor

No Report

## D. MIDDLE TOWNSHIP REPRESENTATIVE REPORT

No Report

# E. DENNIS TOWNSHIP LIAISON REPORT

No Report

# F. PRESENTATIONS

Mrs. Speirs recognized the retirees from 2020 and 2021. She also recognized the Teachers of the Year and Educitonal Service Professionals Of the year.

1. Recognition of Retirees, Teachers of the Year and Educational Service Professionals of the Year

#### G. CORRESPONDENCE

No correpondence

#### H. PUBLIC COMMENT

This meeting will now be open to the public referencing agenda items. However, if your questions or comments pertain to litigation, student or personnel items, or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss or comment on these matters in public. Please limit your comments to three (3) minutes per person and direct all comments to the Board President. (Please wait to be recognized by the board and then state your name and address before speaking.)

Ms. Kimberly Holman, CMCH congratulated the retirees this last year and this year.

# I. MOTION TO MOVE INTO EXECUTIVE SESSION AT 5:49 p.m.. The Board will be in Executive Session for approximately 30 minutes and the board does anticipate action upon return to the public

where EAS, N.J.S.A. 10:4-12b, known as the Open Public Meetings Act, provides that a public body may not exclude the public from any meeting to discuss any matter described therein until the public body has first adopted a Resolution; and

WHEREAS, the Board of Education, of the Township of Dennis has determined that the following items must be discussed in closed session and that the public must be excluded from said deliberations; and

WHEREAS, the Board of Education, of the Township of Dennis has determined that the subject matter of the closed discussion falls within those matters described in subsection 7b of the Open Public Meetings Act.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF DENNIS, COUNTY OF CAPE MAY, STATE OF NEW JERSEY, that:

It is recommended that the Board of Education, by resolution, adjourn to Executive Session, from which the general public is excluded, to discuss:

- 1. Exit Interview
- 2. HIB Investigation
- 3. Personnel

(Board action may or may not be taken.)

BE IT FURTHER RESOLVED, THAT, THE BOARD OF EDUCATION, OF THE TOWNSHIP OF DENNIS will disclose to the public the subject matter of said closed discussions, as soon as the matters have been resolved, and the determination can be disclosed to the public.

The motion was made by Board Member Penrose and seconded by Board Member Burrows, and with a unanimous roll call vote, the motion carried.

# J. MOTION TO END EXECUTIVE SESSION at 6:09 p.m. AND ENTER BACK INTO WORK SESSION.

The motion was made by Board Member Miller and seconded by Board Member Kern, and with a unanimous roll call vote, the motion carried.

#### K. WORK SESSION

- 1. 2020-2021 Board Goals and Action Plan
  - a. Become actively engaged in relationships on the regionals and state level.

- (1) Increase participation in Cape May County School Board meetings.
- (2) Strengthen the relationships with our receiving districts.
- b. Foster strong collaborative relationships with the administration and community.
  - (1) Administration/Board meetings
  - (2) Support the district in creating a safe environment which embraces our community members and encourages involvement to enhance overall student achievement.
  - (3) Strengthen the Dennis Township Education Foundation.
- c. Create a board committee to work with district administration to review all aspects of finance, facilities, and transportation to decrease expenses and ascertain ways of increasing revenue.
  - (1) Finance Committee
  - (2) Future Ready School
  - (3) Transportation Route Reviews
  - (4) Participate in creating the September 2020 Reopening Plan.
- 2. 2020-2021 Chief School Administrator Goals
  - a. Student Achievement Maximize the performance of each student in all academic areas as defined by NJ Student Learning Standards.
  - b. Communication Strengthen community relations and communications
  - c. Program Enhancement Promote the development of each student as a "whole" person.
- 3. Curriculum/Instructional Excellence

Mrs. Speirs reported that the administration is working on the Summer Acceleration program. The district is hiring on this agenda a supervisor of Curriculum & Instructional and Special Services.

- a. Summer Acceleration Academy
- b. Supervisor of Curriculum & Instruction and Special Services
- c. Technology Department Report
  - Updating all district UPS backup systems.
  - Preparing network domain controllers and DNS servers for SSO environment.
  - Performed scheduled maintenance on all district file servers.
  - Preparing Microsoft Active Directory for scheduled updates.
  - Performed scheduled maintenance on all PS network switches.
  - Placed order for student device charging carts for the PS, to accommodate for new devices that were purchased with CARES funds.
  - The Technology Department continues to address all faculty and staff submitted technology-based work orders, in a prompt and timely manner. We also continue to work with our Dennis Township families and community, by providing an effective "Technology Help Desk" to assist with all technology related hardware and software issues, as well as by providing internet and devices at home, to all who need them. I am very happy to report that at this time, we have been able provide devices and/or internet solutions to ALL community members that have contacted us for assistance.

Mrs. Sharp-Rumaker discussed Mr. Murphy's technology report.

#### 4. Policy

a. P2415 Every Student Succeeds Act (M)

# (P2415 Every Student Succeeds Act (M).pdf (Attached))

Mrs. Speirs mentioned that this is no longer called No Child Left Behind.

- 5. Finance/Facilities/Transportation
  - a. Transportation Department Report
    - Field Trips are slowly resuming, along with a couple of contracted trips.
    - School Bus evacuation drills were completed, please see report.
    - Still looking for driver for summer routes.
    - The mechanic and Kathleen Riggins continue to drive bus routes where needed.

Mrs. Sharp-Rumaker discussed Kathleen Riggins transportation report.

- b. Building and Grounds Department Report
  - USDA put an new effigy on the roof at the primary school to deter the buzzards.
  - Switched over to air conditioning for both schools
  - Cleaned water cooling tower at the primary school and repaired holding tank leak
  - Addressed 27 work orders since last board meeting
  - Removed softball field fence
  - Preventive maintenance to HVAC units
  - Address service calls throughout the day
  - Disinfect throughout the school day
  - Grass cutting at both schools
  - Continue to Rake and weed baseball and softball fields
  - Installed mulch and stone at middle school entrance

Mr. McGroarty discussed his Building and Grounds report.

#### c. Bus Evacuation Drills

Bus Evacuation Drills:

5/11/21 7:20 a.m. MTHS and CMC Tech Routes 1,5,19,21,26,28 MTHS Parking Lot Supervised by D. DeVico

5/18/21 8:40 a.m. DT Schools Routes 1,2,5,7,8,9,19,21,26,27,28 DTMS Parking Lot Supervised by Riggins/VanArtsdalen

Mrs. Sharp-Rumaker reported on the bus evaluation drills.

#### d. Projected Future Projects

Mrs. Sharp-Rumaker discussed some future projects for the school district - Parking lot for primary school and the need for an engineer, received a quote on the insulating chiller pipes and the elementary school, chiller will need to be replaced soon at the primary school and the district is still

waiting on the roof project quote due to demand for supplies.

### 6. Community Engagement

Ms. Hoff mentioned National Night out and the board members getting a table to do tattoos again this year. Set up at 5:25 p.m. and they will need tables and a table cloth.

#### a. Summer Camp

The district and the township are working together on the summer camp which starts 6/28/2021.

#### 7. Old Business

Mrs. Speirs recognized the softball and baseball coaches the their teams. Mrs. Speirs read an email from Mr. Poltorak the boys baseball coach.

#### 8. New Business

Mrs. Speirs mentioned that the move-up celebration for 2nd to 3rd grade was a success. The graduation will continue to be at the recreation field and will be held on June 14th. She also mentioned that the scheduling committee met and she is happy with the plans for the new schedule which include a Hawk block at the end of each day.

Ms. Hoff discussed sending a survey out to employees about students wearing masks. She also mentioned that there are letters to petition the governor to reduce the requirement and to stay tuned for more information.

- a. Move-Up Celebration
- b. Graduation
- c. Board Responsibilities for July.
  - Board of Education approves district and board of education goals
  - Superintendent develops action plans to achieve district goals
  - Board develops action plans to achieve board goals
  - Review and approve staff development plans for next year and the connection to student achievement
  - Review the district mentoring plan
  - Approve board professional development improvement plan
  - Review curriculum writing process and the connection to increase student achievement

## L. MOTION TO MOVE FROM WORK SESSION INTO REGULAR SESSION

The motion was made by Board Vice President Garry and seconded by Board Member Trout, and with a unanimous roll call vote, the motion carried.

#### M. REGULAR SESSION

#### N. DISCUSSION OF AGENDA ITEMS

Ms. Hoff is abstaining from 3a #5, Depository-Sturdy Bank and 3a #13 Sturdy Bank donation.

Mrs. Speirs noted that item 4s is being changed to a full time position from 5 1/2 hours.

#### 1. MOTION TO APPROVE BOARD OF EDUCATION MEETING MINUTES

The motion was made by Board Vice President Garry and seconded by Board Member Miller, and with a unanimous roll call vote, the motion carried.

a. May 4, 2021 Work Session/Regular Meeting and Executive Session.

(5-4-21 Minutes.pdf (Attached), 5-4-21 Exe Minutes.pdf (Attached))

2. MOTION TO APPROVE (WITH ROLL CALL) AND ACCEPT THE REGULAR SESSION AGENDA SECTIONS 3 THROUGH 4 AS RECOMMENDED BY THE SUPERINTENDENT AND THE BUSINESS ADMINISTRATOR AND ACTION ITEMS AS DISCUSSED.

The motion was made by Board Member Trout and seconded by Board Vice President Garry, and with a unanimous roll call vote, the motion carried.

# 3. Finance/Facilities/Transportation

#### a. Finance

(1) Treasurer and Secretary Reports for the month of April 2021.

(APRIL TREASURER REPORT.pdf (Attached), APRIL SECRETARY REPORT.pdf (Attached))

- (2) Certification of Expenditures for the month of April 2021.
- (3) Transfers/transfer report for the month of April 2021.

(APRIL TRANSFERS.pdf (Attached))

(4) Bill List for the month of June 2021.

(JUNE BILL LIST 1.pdf (Attached), JUNE BILL LIST 2.pdf (Attached), JUNE BILL LIST 3 (2).pdf (Attached))

(5) Approve the following professional appointments for the 2021-2022 school year:

Depository - Sturdy Bank Broker of Record (Liability) - Connor Strong & Buckelew Broker of Record (Medical) - Integrity Consulting

Auditor:	Nightlinger, Colavita & Volpa	\$19,620.00
Solicitor:	Cooper Levensen	\$175.00 per hour \$500.00 Flat fee for Board meetings
Right to Know Coordinator:	Epic Environmental	\$850.00 for the year
Asbestos Management:	Epic Environmental	\$300.00 for the year
Physician:	Dr. Jerry Horowitz	\$7,200.00 for the year
Environmental Consultant:	Environmental and Technical Services	\$1,180.00 per month (for both schools)

(6) Approve Paige Sharp-Rumaker as Business Administrator/Board Secretary effective July 1, 2021 through June 30, 2022.

- (7) Approve Kelly Brazelton as Treasurer of School Monies effective July 1, 2021 to June 30, 2022 at a salary of \$6,500.00 per year.
- (8) Approve the payment of all bills due and owing on June 30, 2021, and any necessary transfers to assure that all accounts are in balance. Any payments or transfers will be approved at the July meeting.
- (9) Approve the second year contract for the Management of the Food Service Program by Nutri-Serve Food Management, Inc. The management fee for the 2021-2022 school year is \$17,862.50, no guarantee breakeven. (Form 23CR Public 2021-2022 rev. signed copy.pdf (Attached))
- (10) Approve a resolution authorizing the transfer of an amount not to exceed \$500,000.00 from current year surplus to Capital Reserve.
- (11) Approve a resolution authorizing the transfer of an amount not to exceed \$500,000.00 from current year surplus to Maintenance Reserve.
- (12) Approve a resolution authorizing the transfer of an amount not to exceed \$500,000.00 from current year surplus to Emergency Reserve.
- (13) Approve to accept the following donations for the 8th grade graduation dance (to be deposited into the 8th grade bank account):

Hope Contracting: \$50.00 Jersey Shore Kitchens: \$100.00 Cape Insulation Co.: \$100.00 Gleeson Liquors: \$100.00 Steenland Fuel Service: \$50.00 Gentilini Motors: \$100.00 Gibson Associates: \$50.00

Collins Iron Works, Inc (Dennisville Fence): \$100.00

Sturdy Savings Bank: \$100.00 Hands Too, LLC: \$50.00 Jake's Bait: \$100.00

Troutstanding Sports Marketing: \$200.00

Custard King: \$50.00

1st Bank of Sea Isle City: \$100.00

Dino's Diner: \$50.00

(14) Approve the Itinerant/Shared Service Agreement with Salem County Special Services School District for the 2021-2022 school year.

(Salem County Shared Services Agreement.pdf (Attached))

- (15) Approve the addendum to extend the agreement for security services for 2021-2022 between Dennis Township School District and K.D. National Force Security and Investigations Agency, LLC.
  - (K.D. National Force security & Investigations Agency Addendum to Extend Agreement.pdf (Attached))
- (16) Approve the K 8 Tuition Student Contract for 2021-2022.

(21-22 Tuition Student Contact.pdf (Attached))

- (17) Approve the purchase of 6 Student Device Charging Carts in the amount of \$15,899.70 from Apple Store for Education Institution ESCNJ 18/19-67.
- (18) Approve the School Security Grant( Securing Our children's Future Bond Act) purchase of

(19) Express yestern Jup Quader afting the first and velocity and the ESCI #2002 CERS in the ESCI #2002 CERS in the amount of \$26,689.50.

(Title I Approval Letter.pdf (Attached))

(20) Approve the RFP language for the 2021-2022 LEAP School District Consolidation Study IMPLEMENTATION GRANT between Dennis Township, Woodbine and Middle Township Board of Education.

(Request for Proposal & Qualifications.pdf (Attached))

# b. Workshops & Travel

Workshops/seminars/conferences and the travel expenses that may occur with attendance.

Attendee	Date	Workshop Name	Location	Reg. Fee
S. Speirs J.VanArtsdalen Kate Bobst	August 17, 2021	Danielson Refresher for Experienced Administrators Online Workshop	Virtual	3 ETTC Credits, per Administrator
* Sarah Mason * Macey Kimmins	June 21, 2021	Fundations - Level K Launch Workshop	Virtual	12 ETTC Credits, per teacher
*Katie McGroarty	June 24, 2021	Fundations - Level 1 Launch Workshop	Vitual	12 ETTC Credits, per teacher

<sup>\*</sup>Teachers will be paid the rate of \$36.00 per hour to attend the workshop.

#### 4. Personnel/Student Services (Negotiations)

\*All new hires are pending until completion of all legal and employment documentation and criminal background check (subject to N.J.S.A. 18A:6-7 to N.J.S.A. 18A:6-7.13).

- a. Approve the Memorandum of Agreement and Salary Guides between the Dennis Township Board of Education and the Dennis Township Education Association for July 1, 2020 to June 30, 2023. (signed memorandum of agreement 2020-2023 DTEA and BOE.pdf (Attached), signed guides 2020-2023.pdf (Attached))
- b. Approve the contract between the Dennis Township Board of Education and the Dennis Township Administrators Association for July 1, 2021 to June 30, 2024.
   (DTAA Contract 21-24.pdf (Attached))
- c. Approve the salary of Jamie VanArtsdalen, Principal, for July 1, 2021 to June 30, 2022. Rate: \$111,284.69
- d. Approve the following personnel in preparation and teaching in the 2021 Summer Acceleration Academy.

Staff Member	Position	Rate
Courtney Herlihy Janice Tice	School Nurse (Sharing Responsibilities)	\$36.00 per hour, per nurse

Camille Berardis Kalie DeRose Donna Givens Tamara Gonnam Kerri McConnell Jamie McGowan Marcie Samartino Andrea Schmidt	Teacher	\$36.00 per hour, per teacher
Jillian Bassetti	Guidance Counselor	\$36.00 per hour
Karen Knoll	Substitute Teacher	\$36.00 per hour

e. Approve the following personnel for the 2021 Preschool Extended School year (July 6, 2021 to July 29, 2021):

Staff Member	Position	Rate
Lea Guarino Antonietta Renteria	Teacher	\$36.00 per hour, per teacher
Dawn Faulkner Kathleen Denice Karen Knoll Christina Mantz	Instructional Aide	Their regular contracted rate
Casey Weisbecker	Speech Teacher	\$36.00 per hour

f. Affirm and close the following HIB Investigation:

HIB 2020-2021 #8 - Affirmed and closed as a HIB

g. Approve the following substitute personnel for July 1, 2021 to June 30, 2022:

Substitute	Position	Rate
Brian McCart	Custodian	\$20.00 per hour
Kenneth Phillips	Custodian	\$20.00 per hour
Robert Leap	Custodian	\$20.00 per hour
Brandon Mitchell	Custodian	\$20.00 per hour
Anthony Dambra	Bus Driver	\$20.00 per hour
James Horner	Bus Driver	\$20.00 per hour
Robert McDonnell	Bus Driver	\$20.00 per hour

h. Approve the following personnel for the 2021 Hawklets' Hideaway Summer Camp:

Name Hourly Rate Position
---------------------------

Faith Sorensen	\$14.50	Camp Counselor
Catherine Knoll	\$14.00	Camp Counselor

i. Approve the 2021-2022 contract and salary of Paige Sharp-Rumaker, School Business Administrator and Board Secretary effective July 1, 2021 - June 30, 2022. Rate: \$115,391.00 + 2,500.00 Longevity = \$117,891.00 (P Sharp-Rumaker County Approval Letter.pdf (Attached))

j. Approve the Job Description of Homeless Liaison Coordinator

(Job Description - Homeless Liaison Coordinator.pdf (Attached))

- k. Approve Monica DiVito as a Guidance Counselor effective September 1, 2021 to June 30, 2022. FTE: 1 Step: MA+15-21 Rate: \$84,345.00 + 2,000.00 Longevity = \$86,345.00 (Rate based on agreed 2020-2023 DTEA/BOE Contract)
- 1. Approve Monica DiVito as the Homeless Liaison Coordinator for July 1, 2021 to June 30, 2022. Rate: \$2,500.00
- m. Approve the following transportation personnel for the summer 2021 bus runs and to approve all current transportation personnel to substitute as a driver or aide as needed for these runs. Salary is their regular hourly rate:

Summer 2021 Routes include: DT Summer Acceleration Academy, DT Preschool Extended School Year, DT Summer Camp & CMC Special Services.

Robert Campbell - Bus Driver Catherine Carr - Bus Driver & Bus Aide Sandra Bauer - Bus Aide Bernadette Frazier - Bus Driver L'Trisha Howell - Bus Driver

(Final rate will be determined based on the new collective bargaining agreement between Dennis Township Board of Education and Dennis Township Education Association agreement.)

- n. Approve the leave of absence request of Kelsea Duma, Instructional Aide, effective September 1, 2021 to approximately December 17, 2021.
- o. Approve the Job Description of High Intensity Tutor Teacher.

(Job Description - High Intensity Tutor.pdf (Attached))

p. Approve the following Child Study Team personnel for Summer 2021 IEP Development at their regular hourly rate for up to 20 hours. (Rate based on agreed 2020-2023 DTEA/BOE Contract)

Kathy Pittaluga, Social Worker Melanie Caruso, LDTC Arianna Sparano, School Psychologist Kelli Turner, Speech Therapist Jesselyne Cain, Occupational Therapist

q. Approve Kate Bobst as the Supervisor of Curriculum & Instruction and Special Services effective July 1, 2021 to June 30, 2022. Rate: \$100,000.00.

# (K. Bobst Resume.pdf (Attached))

- r. Approve the tuition reimbursement request of Taylor DeFelice in the amount of \$4,110.00.
  - (DeFelice Reimbursement.pdf (Attached))
- s. Approve the Job Description of Secretary to the Supervisor of Curriculum & Instructional and Special Services.
  - (Job Description Secretary for Supervisor of Curriculum & Instruction and Special Services.pdf (Attached))
- t. Approve Sarah Haring as a Special Education Teacher effective September 1, 2021 to June 30, 2022. FTE: 1.0 Step: BA-6 Rate: \$53,580.00 (Rate based on agreed 2020-2023 DTEA/BOE Contract) (S Haring Resume.pdf (Attached))
- u. Approve the salaries of the following Non-Unit employees for July 1, 2021 to June 30, 2022:

Employee	Title	2021-2022 Salary
Justin Adamson	Computer Technician	\$40,707.13
Mia DelCorio	Executive Secretary to the Business Administrator	\$74,267.44 <u>\$ 1,000.00</u> - Longevity \$75,267.44 - Total Salary
Jack Fox	Head Custodian	\$39,985.78 \$500.00 - Longevity \$40,485.78 - Total Salary
Holly Gaskill	District Data Coordinator	\$53,508.00 \$ 500.00 - Longevity \$54,008.00 - Total Salary
Joseph Gilliam	Bus Mechanic	\$58,875.79
Jennifer Hunter	Administrative Assistant to the Superintendent	\$51,313.38 \$ 500.00 - Longevity \$51,813.38 - Total Salary
John McGroarty	Supervisor of Buildings and Grounds	\$75,893.35
John Murphy Director of Technology		\$91,652.77 \$ 800.00 - Longevity \$92,452.77 - Total Salary
Kathleen Riggins	Director of Transportation	\$59,413.13

v. Approve the following field trip:

Grade	Date	Location
8	June 14, 2021	DT Recreation for Graduation Practice.

#### O. POLICY

(M) = Mandated by law or monitoring standards.

The motion was made by Board Member Trout and seconded by Board Vice President Garry, and with a unanimous roll call vote, the motion carried.

1. Approve the revisions to Policy 2415 Every Student Succeeds Act (M)

(P2415 Every Student Succeeds Act (M).pdf (Attached))

### P. PUBLIC COMMENT

This meeting will now be open to the public referencing any item of interest. However, if your questions or comments pertain to litigation, student or personnel items, or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss or comment on these matters in public. Please limit your comments to three (3) minutes per person and direct all comments to the Board President. (Please wait to be recognized by the board and then state your name and address before speaking.)

Mrs. Sikerski, CMCH asked a question about the summer program and not having any ESY program for special education children and the inclusion for Health and P.E. Ms. Hoff recommended her to speak to administration and Mrs. Speirs said she would meet with her.

# Q. MOTION TO ADJOURN THE MEETING AT 6:45 p.m.

The motion was made by Board Member Penrose and seconded by Board Member Kern, and with a unanimous roll call vote, the motion carried.

Paige Sharp-Rumaker
Business Administrator/Board Secretary