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|--------------------------|-----------------------------|----------------------------------|-----------------------------|
| <i>Date</i> May 23, 2018 | <i>Regular Meeting</i> | <i>High School Career Center</i> | <i>Christopher G. Bentz</i> |
| | <i>Kind of Meeting</i> | <i>Where Held</i> | <i>Presiding Officer</i> |
| <i>Members Present</i> | <i>Christopher G. Bentz</i> | <i>Members Absent</i> | |
| <i>J. Scott Hunyara</i> | <i>Sarah R. Newton</i> | | |
| <i>Albert D. Marazas</i> | <i>Cynthia L. Lubinsky</i> | | |
| <i>Gretchen R. Ulmer</i> | <i>Robert W. Keifer</i> | | |
| <i>Todd W. Rizzardi</i> | <i>Angela M. DeMario</i> | | |

The regular monthly meeting of the Minersville Area Board of Education was held in the Career & Counseling Center of the Junior-Senior High School on Wednesday evening, May 23, 2018. The meeting was called to order by President, Christopher Bentz at 7:00 PM.

On roll call, the following responded: On roll call, the following responded: Christopher Bentz, Scott Hunyara, Gretchen R. Ulmer, Albert D. Marazas, Robert Keifer, Sarah R. Newton, Angela M. DeMario, Cynthia L. Lubinsky and Todd W. Rizzardi.

Others present: Dr. Carl G. McBreen, Superintendent; Jennifer Laudeman, Business Manager; Stephen Bressi, High School Principal; James Yacobacci, Elementary Principal; Nannette Bentz, Assistant Principal; Mary Ann Wynosky, Special Education Supervisor, Nicholas A. Quinn, District Solicitor and Nancy Frantz, Financial Secretary.

The Pledge of Allegiance was recited.

AGENDA

MOTION - by Keifer, seconded by Rizzardi to approve the minutes of the regular meeting of April 25, 2018. Motion carried on a unanimous voice vote.

Approve Meeting Minutes of 04/25/2018

MOTION - by Marazas, seconded by Hunyara to approve the Finance Meeting Minutes as submitted. Motion carried on a voice vote.

Approve all Committee Meeting minutes

Beginning the Agenda, Dr. McBreen handed the floor to Mr. Bressi who read the biographies for the May Students of the Month - Justin Mahalchick and Caitlin Sternick. Congratulations were extended by Board members and Administrators for both students.

Recognition - Students of the Month

Dr. McBreen followed by complementing the Minersville Area Parents' Association and Elementary Staff for Fun Day at the Elementary Center. Everyone did a great job in running the day for the students.

MEPA recognized for Fun Day efforts

MOTION - by Rizzardi, seconded by Keifer to approve the following "Use of Facility" requests approved by the Superintendent under standing policy:

Use of Facilities

- a. 05/23/2018 - Drama Club - End of year cabaret in High School Auditorium beginning 6:00 PM until 9:00 PM.
- b. 09/29/2018 - Powder Puff Charity Football Game - High School Soccer Field and High School Football Field from 3:30 PM - 8:00 PM.

On a voice vote, all in favor. Motion carried.

MOTION - by Marazas, seconded by Newton to approve payment for credits earned to:

Reimbursement of credits earned

- a. Marissa Gee - 3 credits @ \$853 = \$2,559
- b. Jill Matz - 6 credits @ \$585 = \$3,510
- c. Hannah Rittle - 3 credits @ \$472 = \$1,416

All in favor on a roll call vote. Motion carried.

MOTION - by Hunyara, seconded by Marazas to authorize Superintendent to sign the Notice of Adoption of Policies, Procedures and Use of Funds by School District for the Intermediate Unit #29 under the requirements of the IDEA - Part B.

On a voice vote, all in favor. Motion carried.

MOTION - by Newton, seconded by Rizzardi to authorize proper signatures on the revised 2017-2018 Title I Non-Public Agreement with Schuylkill Intermediate Unit #29.

2017-18 Revised Title I
Non-Public Agreement

All in favor on a unanimous voice vote. Motion carried.

MOTION - by Rizzardi, seconded by Keifer to authorize Superintendent to sign account service contract with EDU Healthcare, that contracts Ms. Michelle Koals to provide School Psychological Services through extended school year, ESY, at a rate of \$75 per hour as needed.

EDU Healthcare
contract signed for ESY

On a roll call vote, all in favor. Motion carried.

MOTION - by Keifer, seconded by Hunyara to authorize proper signatures to Promulgation of the Schuylkill County Emergency Operations Plan dated May 23, 2018.

Promulgation signed
with Schuylkill County
EMS

On a voice vote, all in favor. Motion carried.

MOTION - by Newton, seconded by Marazas to approve a request from Mr. Kenton Martin for Volleyball Camp in the High School gymnasium June 18, 2018 through June 21, 2018 from 8:00 AM – 11:00 AM with the following staff:

Volleyball Camp
approved

| | |
|---------------------------------|--------------------|
| Kenton Martin, Director | \$25/hour – 4 days |
| Meg Schwalm, Assistant Director | \$25/hour – 4 days |
| Lisa Frantz, Assistant | Volunteer |

Notes: 1. Admission: \$50/student; \$25/sibling
2. District extra maintenance fees billed per cost
3. Program must run as financially self-supporting. Any overages will be deducted from staff salaries.

On a roll call vote, all member voted in favor. Motion carried.

MOTION - by Newton, seconded by Keifer to approve a six (6) week recreation program and conditioning for Girls' Soccer beginning July 2, 2018 Monday through Thursday as available at the High School Soccer field. Supervisor: Jeff Rinaldo

Recreation program -
Girls' Soccer

On a voice vote, all voted in favor. Motion carried.

MOTION - by Newton, seconded by Marazas to approve a six (6) week recreation program for Boys' Basketball beginning June 26, 2018 Wednesday, Thursday and Friday from 12:30 PM – 2:30 PM for grades 9 -12. Supervisor: Jacob Kopinetz

Recreation program -
Boys' Basketball

All in favor on a voice vote. Motion carried.

MOTION - by Hunyara, seconded by Keifer to approve request by Minersville Borough to have the High School Marching Band and Color Guard participate in their annual Memorial Day Parade and Program on Monday, May 28, 2018 beginning at 9:00 AM.

Memorial Day Parade -
Minersville Borough

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Marazas to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Football coaching positions for the 2018-2019 season at the approved salaries:

Football Staff 2018-19

| <u>Name</u> | <u>Position</u> | <u>Salary</u> |
|---------------|-----------------|---------------|
| Damian Buggy | Head Coach | TBD |
| Joel Motuk | Assistant | TBD |
| David Shiffer | Assistant | TBD |

| | | |
|------------------|-----------|-----------|
| Corey Mentzer | Assistant | TBD |
| Michael Litwak | Assistant | TBD |
| Scott Schwalm | Assistant | TBD |
| Eric Leymeister | Assistant | TBD |
| Nick Melusky | Assistant | Volunteer |
| Russ Horoschak | Assistant | Volunteer |
| Nicholas McBreen | Assistant | Volunteer |
| Dan Hopkins | Assistant | Volunteer |
| David King | Assistant | Volunteer |
| Stephen Smulley | Assistant | Volunteer |

All members in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Marazas to approve on recommendation of the Athletic Director Mr. Rich Dry, the following Volleyball coaching positions for the 2018-2019 season at the approved salaries:

Volleyball staff
2018-2019

| <u>Name</u> | <u>Position</u> | <u>Salary</u> |
|---------------|-----------------|---------------|
| Kenton Martin | Head Coach | TBD |
| Stacie Bowers | Assistant | TBD |
| Meg Schwalm | Assistant | Volunteer |
| Ashton Bowers | Assistant | Volunteer |

All members in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Marazas to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Cross Country coaching positions for the 2018-2019 season at the approved salaries:

Cross Country Staff
2018-2019

| <u>Name</u> | <u>Position</u> | <u>Salary</u> |
|------------------|-----------------|---------------|
| Jason Burgess | Head Coach | TBD |
| Jennifer Burgess | Assistant | TBD |
| Craig Lowthert | Assistant | Volunteer |
| Brandon Oakill | Assistant | Volunteer |
| Laura Hunyara | Assistant | Volunteer |

All members in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Marazas to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Girls' Soccer coaching positions for the 2018-2019 season at the approved salaries:

Girls' Soccer staff
2018-2019

| <u>Name</u> | <u>Position</u> | <u>Salary</u> |
|----------------|-----------------|---------------|
| Jeff Rinaldo | Head Coach | TBD |
| Jeanie Purcell | Assistant | TBD |

All members in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Marazas to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Boys' Soccer coaching positions for the 2018-2019 season at the approved salaries:

Boys' Soccer staff
2018-2019

| <u>Name</u> | <u>Position</u> | <u>Salary</u> |
|---------------|-----------------|---------------|
| Leo Seidel | Head Coach | TBD |
| Chelsea Beach | Assistant | TBD |
| Ken Adams | Assistant | Volunteer |

All members in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Marazas to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Jr. High Girls' Basketball coaching positions for the 2018-2019 season at the approved salaries:

| <u>Name</u> | <u>Position</u> | <u>Salary</u> |
|------------------|---------------------|---------------|
| Jared Homa | Head Coach, Grade 8 | TBD |
| Megan Melenchick | Head Coach, Grade 7 | TBD |
| Abby Schoffstall | Assistant | Volunteer |
| Emily Mealey | Assistant | Volunteer |

All in favor on a voice vote. Motion passed.

MOTION - by Newton, seconded by Marazas to approve on recommendation of the Athletic Director, Mr. Rich Dry, the addition of Miss Maura Bentz to the coaching staff as a volunteer for Girls' Softball for the current season.

On a voice vote, motion carried. Bentz abstained.

MOTION - by Hunyara, seconded by Rizzardi to ratify a motion by the Building & Ground Committee to award the Jr. Sr. High School Paving Project to the lowest responsible bidder, on recommendation of the Project Manager, Alfred Benesch & Company, to Lehigh Asphalt Paving & Construction, Inc., Tamaqua, PA, in the amount of \$716,337.50.

Bentz abstained, remaining members in favor on a roll call vote. Motion carried.

MOTION - by Rizzardi, seconded by Hunyara to ratify a motion by the Building & Grounds Committee to authorize proper signatures for the Jr. Sr. High School Paving Project contract with Lehigh Asphalt Paving & Construction, Inc.

Bentz abstained, all remaining members in favor on a unanimous roll call vote. Motion carried.

MOTION - by Rizzardi, seconded by Hunyara to ratify a motion by the Building & Grounds Committee to authorize the District purchase of Guide Rail Mounted Delineator Type C/S and Prefabricated Rubber Speed Bumps.

Bentz abstained, all remaining members in favor on a unanimous roll call vote. Motion carried.

MOTION - by Marazas, seconded by Ulmer to approve on recommendation of the Finance Committee the 2018-2019 administrative, secretarial, service and hourly staff salaries as per attached listing.

On a roll call vote, DeMario voted no, all others in favor. Motion carried.

MOTION - by Marazas, seconded by Hunyara to approve on recommendation of the Finance Committee the 2018-2019 salary for Mrs. Nannette Bentz, Assistant Principal, as per attached listing.

On a roll call vote, Bentz abstained; DeMario voted no; all others in favor. Motion carried.

MOTION - by Marazas, seconded by Hunyara to approve on recommendation of the Athletic and Activities Committees the extra-curricular staff salaries for 2018-2019 as per attached listing.

On a roll call vote, all members in favor. Motion carried.

MOTION - by Marazas, seconded by Hunyara to approve on recommendation of the Finance Committee the tentative General Fund Budget for 2018-2019 in the amount of \$20,012,651 and cause it to be properly advertised and posted for inspection thirty (30) days prior to final adoption. (See enclosed)

Jr. High Girls' Basketball staff 2018-2019

M. Bentz - addition to Girls' Softball staff 2017-2018

HS Paving Project

Proper signatures - Paving contract

Guide rails and Speed bump purchase

Administrative/Secretarial Salaries 2018-2019

N. Bentz 2018-2019 salary

Athletic/Extra Curricular salaries 2018-2019

2018-2019 General Fund Budget

On roll call, all members voted unanimously in favor. Motion carried.

2018-2019 Taxes

MOTION - by Marazas, seconded by Ulmer to continue in force the following taxes:

- a. School Code
\$5 Per Capita
- b. Act 511
\$5 Per Capita
- c. \$52 Local Service Tax (LST)
- d. \$186 Occupation Tax
- e. 1% Realty Transfer
- f. ½% Earned Income Tax

On a roll call vote, all in favor. Motion carried.

MOTION - by Marazas, seconded by Hunyara to approve on recommendation of the Athletic Committee the Tentative Athletic Account Budget for 2018-2019 in the amount of \$173,970.
Note: 2017-2018 budget \$167,280.

Athletic Budget 2018-2019

On a roll call vote, all in favor. Motion carried.

MOTION - by Marazas, seconded by Ulmer to establish Real Estate Tax for 2018-2019 at 40.02 mills. Note: No change for third year in a row.

Real Estate Tax
2018-2019

On a voice vote, all in favor. Motion carried.

MOTION - by Marazas, seconded by Ulmer to approve the following resolution:

“Be It Resolved that Minersville Area School District implements the homestead-farmstead exclusion to take effective July 1, 2018. The fiscal 2018 exclusion amount is \$139.47 for eligible property owners.” Note:

Homestead-Farmstead
Exclusion

- a. 2,571 eligible property owners in Minersville Area School District.
- b. \$358,063.64 total tax reduction funds from Pennsylvania gambling revenue Sterling Act.

On a roll call vote, all in favor. Motion carried.

MOTION - by Newton, seconded by Keifer to approve additional transportation run in the amount of \$50 per day with Earl Renninger, Inc. effective May 3, 2018.

Add'l transportation run

On roll call, all in favor. Motion carried.

MOTION - by Newton, seconded by Ulmer to accept with regret the resignation of Ms. Alexis Griffiths, a part-time Instructional aide, effective Thursday, May 17, 2018.

A. Griffiths resignation

On a voice vote, all in favor. Motion carried.

MOTION - by Ulmer, seconded by Newton to ratify the hire of Mrs. Jessica Faust as part-time Psychologist Secretary for up to 25 hours per week at \$13.00 per hour beginning April 30, 2018.

J. Faust hired

On a roll call vote, all in favor. Motion carried.

MOTION - by Newton, seconded by Rizzardi to approve the paid leave of absence for Mrs. Susan Kupres beginning the start of the 2018-2019 school year for approximately six weeks for the purpose of maternity leave.

S. Kupres maternity leave

On voice vote, all in favor. Motion carried.

Summer hours - R. Jones

MOTION - by Rizzardi, seconded by Hunyara to approve the request by Mr. Stephen Bressi, High School Principal, to contract 10 days for student scheduling at \$35/hour for Mrs. Rachelle Jones, Guidance Counselor, during the summer.

On roll call vote, all in favor. Motion carried.

MOTION - by Newton, seconded by Marazas to approve the request by Mr. Stephen Bressi, High School Principal, to contract 5 days each for student scheduling at \$35/hour for Mrs. Annie Buzalko and Ms. Jenna Dyszel, Guidance Counselors, during the summer.

Summer hours - A. Buzalko & J. Dyszel

On roll call vote, all in favor. Motion carried.

MOTION - by Newton, seconded by Ulmer to approve summer work hours for office personnel, administration and custodial staff. Scheduled days/hours: Monday through Thursday, beginning the week of June 11, 2018 through August 24, 2018; 7:00 AM – 3:45 PM, ½ hour lunch. NOTE: Custodial hours differ.

Summer hours - Admin., Secretarial & Custodial

On a voice vote, all in favor. Motion carried.

MOTION - by Keifer, seconded by Ulmer to approve on recommendation by Mary Ann Wynosky the following staff positions for Extended School Year (ESY) for the summer of 2018:

ESY appointments

- a. Dates: June 26, 2018 through July 26, 2018 {12 total days, closed July 3, 4, 5}
- b. Days: Tuesday, Wednesday and Thursday
- c. Hours of Instruction:
 - 1. Teachers/Therapists/LPN: 8:00 AM to 12:00 PM
 - 2. Aides 8:15 AM to 11:45 AM
 - 3. Students: 8:30 AM to 11:45 AM
- d. Locations:
 - 1. Minersville Area Elementary Center
 - 2. Minersville Area Junior-Senior High School
- e. Staff:

Teachers: Wages: \$25/hour

- Miss Patricia Denchy – EC Life Skills
- Miss Rochelle Jones – EC Autistic/Leaning Support/Life Skills
- Miss Megan Siminitus – HS Life Skills
- Miss Megan Melenchick – HS Life Skills – Grades 7 – 12
- Miss Emily Williams – EC Learning Support
- Mrs. Bonnie Rosenberger – EC Learning Support
- Miss Lauren Bubeck – Speech

Instructional Aides: Wages: \$12.45/hour

- Ms. Shannon Baker – EC Life Skills
- Mrs. Karen Burke-Chatcho – EC Autistic/ES Support
- Mrs. Jennifer Andruchek – HS Life Skills
- Mrs. Lisa Daukaus - EC LS Support

Nurses: Wages: \$14.40/hour

- Mrs. Mary Beth Haney – Nurse at EC & HS

On roll call vote, all in favor. Motion carried.

MOTION - by Keifer, seconded by Rizzardi to approve the Board Appointments for 2018-2019:

Board Appointments 2018-2019

- a. Board Treasurer 1 year Albert D. Marazas \$1,800
- b. District Solicitor 1 year Nicholas A. Quinn 2,250
- c. Treas., Cafeteria Fund 1 year Carl G. McBreen N/A

| | | | |
|--------------------------|--------|-------------------------------|-----|
| | 1 year | Jennifer Laudeman | N/A |
| | 1 year | Gail Bedford | N/A |
| d. Treas., HS Activities | 1 year | Carl G. McBreen | N/A |
| | 1 year | Jennifer Laudeman | N/A |
| | 1 year | Stephen Bressi | N/A |
| | 1 year | Tammy Roberts | N/A |
| e. Treas., HS Athletics | 1 year | Jennifer Laudeman | N/A |
| | 1 year | Stephen Bressi | N/A |
| | 1 year | Tammy Roberts | N/A |
| f. District Depository | 1 year | | |
| General Fund | | The First Bank of Minersville | N/A |
| Athletic Fund | | The First Bank of Minersville | N/A |
| Payroll Account | | The First Bank of Minersville | N/A |
| Activities Account | | Miners Bank | N/A |
| Cafeteria Fund | | Miners Bank | N/A |

On roll call vote, all in favor. Motion carried.

MOTION - by Lubinsky, seconded by Ulmer to review first reading of revisions to the following Board Policy:

Policy #819 - Suicide

a. 819 – Suicide

On a voice vote, all in favor. Motion carried.

Dr. McBreen took a moment to commend the Board of Education for the approval of District projects for the betterment of the students.

SUPPLEMENTAL AGENDA

MOTION - by Hunyara, seconded by Rizzardi to award the Jr. Sr. High School Softball Restroom Project to the lowest responsible bidder, on recommendation of the project manager, Levkolic Associates, to Balton Construction, Richland, PA, in the amount of \$288,189. Note: Site work is estimated in this project at \$125,000.

Softball Restroom Project approved

On a roll call vote, DeMario voted against, Bentz abstained, all remaining members in favor. Motion carried.

MOTION - by Hunyara, seconded by Rizzardi to authorize Jr. Sr. High School Softball Restroom Project bid alternate number one (1) with Balton Construction in the amount of \$4,179 to complete concrete work around the restrooms in lieu of bituminous paving for same area.

Softball Restroom Project - concrete work

On a roll call vote, DeMario voted against, Bentz abstained, all remaining members in favor. Motion carried.

MOTION - by Rizzardi, seconded by Hunyara to authorize Jr. Sr. High School Softball Restroom Project bid alternate number two (2) with Balton Construction in the amount of \$2,365 to complete additional paving to connect the new restroom area to the bleacher area.

Softball Restroom Project Add'l paving

On a roll call vote, DeMario voted against, Bentz abstained, all remaining members in favor. Motion carried.

MOTION - by Rizzardi, seconded by Hunyara to authorize proper signatures for the Jr. Sr. High School Softball Restroom Project contract with Balton Construction.

Signatures to contract for Softball Restroom Project

On a roll call vote, DeMario voted against, Bentz abstained, all remaining members in favor. Motion carried.

MOTION - by Hunyara, seconded by Rizzardi to authorize Technology Department to upgrade the District phone system with an estimated cost in the amount of \$40,000. Note: Current phone system dropping calls daily.

Update telephone system

On a roll call vote, all in favor. Motion carried.

MOTION - Hunyara, seconded by Lubinsky to authorize Technology Department to upgrade the website with Blackboard Inc. With an initial design cost in the amount of \$18,480 and annual maintenance work in the amount of \$9,100. Note: This upgrade will have many benefits that we currently do not have especially individual webpages and will integrate with our applications easily.

Blackboard, Inc. Contract

On a roll call vote, all in favor. Motion carried.

MOTION - by Keifer, seconded by Ulmer to approve additional Board Appointments for 2018-2019:

Add'l Board Appointments 2018-2019

- a. School Physician 1 year Tavaría & Associates \$9/student
- b. Dental Examiner 1 year Smiles Programs...The Mobile Dentist N/A

On a roll call vote, all in favor. Motion carried.

MOTION - by Marazas, seconded by Ulmer to approve additional payment for credits earned to:

Add'l Reimbursement of credits earned

- a. Krystal Thompson - 9 credits @ \$500 = \$4,500

On a voice vote, all in favor. Motion carried.

MOTION - by Ulmer, seconded by Lubinsky to approve on recommendation by Mary Ann Wynosky the following additional staff positions for Extended School Year (ESY) for the summer of 2018:

Add'l ESY staff

Instructional Aides: Wages: \$12.45/hour

Michelle Delaney - EC Supplemental Support

On a unanimous roll call vote, all in favor. Motion carried.

MOTION - by Bentz, seconded by Hunyara to acknowledge and authorize proper Board signatures on new commencement award account #56001490 on behalf of Minersville Area School District - George H. Bentz Memorial Scholarship.

George H. Bentz scholarship account established

On a voice vote, all in favor. Motion carried.

MOTION - by Newton, seconded by Marazas to approve on recommendation of the Athletic Director, Mr. Rich Dry, the additions to the coaching staff as a volunteer for Girls' Softball for the current season:

Add'l Girls' Softball volunteers 2017-2018

- a. Adrienne Kroznuskie
- b. Laykin Hughes

On a unanimous voice vote, all in favor. Motion carried.

MOTION - by Marazas, seconded by Lubinsky to approve the contract with the Minersville Police Department for an armed police officer at the District beginning the 2018-2019 school year not to exceed \$44,300.

Contract Police Officer
2018-2019

On roll call, all voted in favor. Motion carried.

STAFF REPORTS

Staff reports were highlighted by the building administrators for the month of May.

Staff Reports

FINANCIAL STATEMENTS

MOTION - by Marazas, seconded by Ulmer to approve the Treasurer's Report as prepared and submitted. On a voice vote - all voted yes; Motion passed.

Treasurer's Report

MOTION - by Hunyara, seconded by Rizzardi to ratify the payment of bills from the General Fund in the amount of \$1,324,473.31; Cafeteria Account in the amount of \$3,425.82; 21st CCLC - Schuylkill Achieve Account in the amount of \$1,220.00; Federal Programs Account in the amount of \$339.00; High School Athletics in the amount of \$17,217.81; High School Activities Account in the amount of \$12,674.48 for a total bills payable \$1,359,350.42.

Pay bills

One a roll call vote, all voted in favor; motion carried.

MOTION - by Marazas, seconded by Hunyara to approve Statement of Taxes as prepared and submitted. All in favor on a collective voice vote. Motion passed.

Statement of Taxes

COMMITTEE REPORTS

Mr. Marazas stated Finance Committee Meeting minutes were included in the Board packet this month.

Committee Reports

Mr. Hunyara said a Technology meeting is scheduled for early June and that he spoke with Mike Hoptak regarding a new phone system, copper lines for emergencies.

No other committee members had anything to report.

CORRESPONDENCE

None to report.

There being no further business to report or discuss, the meeting adjourned on MOTION by Newton, seconded by Rizzardi at 7:48 PM.

Respectfully submitted,

Gretchen R. Ulmer, Secretary

Barbara J. Conville, Assistant to the Secretary