

I. CALL TO ORDER/FLAG SALUTE

The November 25, 2013 Public Meeting of the Edison Board of Education was called to order by Board President, Mr. Gene I. Maeroff, at 7:00 P.M. at Lincoln Elementary School, 53 Brookville Road, Edison, NJ.

II. ROLL CALL

Mr. Michaud took the roll, and the following members were present:

Mr. Gene I. Maeroff, President, Mrs. Veena Iyer, Vice President, Mrs. Deborah A. Anes, Mrs. Theresa E. Ward, Mrs. Lori A. Bonderowitz, Ms. Sapana Shah, Dr. Frank Heelan, Mrs. Lora L. Fong and Mrs. Margot Harris.

Also in attendance were Richard O'Malley, Ed.D, Superintendent, Mr. Daniel P. Michaud, Business Administrator/Board Secretary, and Mr. Jonathan Busch, Board Attorney.

III. OPENING STATEMENT

Mr. Maeroff read the following opening statement:

“The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of this act, the Edison Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Board of Education Administrative Offices. Copies of these notices were sent to the Home News and Tribune and the Star Ledger on October 2, 2013.

The Public may participate at regular meetings in accordance with the By-Laws and the applicable State regulations.

IV. LINCOLN ELEMENTARY SCHOOL PRESENTATION – MS. JILL CAVUTO, PRINCIPAL

Ms. Jill Cavuto, Principal of Lincoln Elementary School welcomed the Board of Education, along with all the guests, to Lincoln School. She stated that Lincoln Elementary School is committed to inspire students to achieve the highest standards through the engaging and comprehensive academic programs. Learning at Lincoln Elementary School is student-centered; therefore, students often participate in work stations, conduct experiments, and/or cooperatively work with others on inquiry-based projects.

At Lincoln, technology empowers students to take responsibility for their own learning and take pride in utilizing many technological resources to enrich teaching and learning, such as Promethean Boards, iPads, activexpressions and netbooks. The students use iPads and netbooks, which enhance their reasoning and problem-solving abilities. This year, two 21st century classrooms were added, in which technology is embedded in the learning throughout the entire school day and are putting the tools into the hands of children so they thrive in the 21st Century!

Ms. Cavuto stated that the goal at Lincoln Elementary School is to create lifelong readers and writers. One way they are trying to accomplish this is by opening a school-wide post office. Writing letters give children experience of writing for different purposes and for different audiences. After the children write letters to one another, they will participate in the “mail” process. They will sort, cancel and even deliver the mail throughout the school. The educators at Lincoln are also life-long learners, as all are participating in professional book clubs about literacy and collaborative share sessions about technology.

At Lincoln Elementary School it is believed that a community partnership is necessary for all students success. The school provided a Britannica Workshop for parents, which was presented by teachers, Mrs. Durkin and Mrs. Alvi and hosted the annual Parents Learning Festival, where parents attended different workshops. This was organized by Mrs. O'Brien, CRT. Family Math Day took place last week throughout the school, where one would see parents and children playing, laughing and learning side by side.

Lincoln is the oldest school in the district and everyone has been working diligently to transform the "old" looking school into a vibrant learning environment for the students. This summer, the school had a transformation. Ms. Cavuto thanked the teachers who volunteered their time to paint murals on the walls and she recognized the custodial team, Larry Baldini, Kohl Campbell, Don Taglarini, Wil Colgan and Steve Tagliarini who couldn't be here tonight. They painted all the hallways and doors to make the school look more inviting.

As educators at Lincoln Elementary School, everyone has been working toward making our students strategic readers. Ms. Cavuto stated that one of her favorite sayings is "Every Teacher is a Teacher of Reading." The teacher honored tonight proves this saying to be true. Ms. Jill Finnerty is the music teacher at Lincoln. She teaches the students not only about music, but literacy as well. When you walk into Ms. Finnerty's room, you see her teaching students how to analyze lyrics and create deep meaning from text. In addition to helping the school reach its goal, Ms. Finnerty goes above and beyond for the students on a daily basis. She meets with chorus students during her own time to teach them strategies and practice. She organizes phenomenal performances for the Winter and Spring concerts and Flag Day. Ms. Cavuto thanked Ms. Finnerty for her dedication to Lincoln Elementary School.

V. APPROVAL OF MINUTES – OCTOBER 9TH & 14TH, 2013

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, the Edison Board of Education approves the minutes of the October 9th and 14th, 2013 meetings.

VI. BOARD SECRETARY'S REPORTS (Exhibit A)

BE IT

RESOLVED: that the following reports as of September 30, 2013 be accepted and approved for filing and audit:

- A. Report of the Board Secretary (A148)
- B. Report of Treasurer of School Monies (A149)

BE IT FURTHER

RESOLVED: that the Edison Board of Education and the Business Administrator/Board Secretary certify that no major account (as defined in N.J.A.C. 6A:23A-16.10(b)) has been over-expended; and that the Board of Education also certifies that there are sufficient funds available to fund the balance of the 2013-2014 school year.

Mr. Maeroff asked for a motion to approve the Minutes of the October 9th and 14th, 2013 meetings and the Board Secretary's Reports as of September 30, 2013. Mrs. Harris made the motion, seconded by Dr. Heelan. Mr. Michaud took a roll call vote, and the result was as follows:

AYES: Mrs. Harris, Mrs. Fong, Dr. Heelan,
Ms. Shah, Mrs. Bonderowitz, Mrs. Ward,
Mrs. Anes, Mrs. Iyer, Mr. Maeroff

NAYS: None

The motion was carried.

VII. STATEMENT BY SUPERINTENDENT

Dr. O'Malley gave the following statement:

“Over the past 2.5 years the district has embarked on a vision to transform teaching and learning in the district at all levels and we have and continue to have success at each and every level in our system, whether it is academics, the arts, clubs or sports. Within this vision is the centerpiece of offering educational opportunities and the ability to learn for ALL students. This is truly hard work and it is a belief of mine that I share with everyone--that ALL students have the ability and can learn. When we say ALL, we mean all. No matter what color your skin is, whether you receive free or reduced lunch or your parents have financial means, regardless of where you live, house or a trailer, if you have one parent, two parents or no parents at all. ALL means all and this is what we do. This work requires transparency and really talking about issues and problems that most people hide and run away from. I know it is not easy, and there are a lot of non-believers and these decisions are not popular. Yet, sometimes what is right is not always popular. However, when you believe in this work, you are grounded in the understanding that in the end-it will benefit all students and this is what drives our decision-making.

All of our staff are involved in this work and are committed to this effort where leadership is the most important quality for student academic achievement. I'm encouraged that our efforts have been working in places right here in Edison-especially considering that there are other schools with similar demographics, which have not performed well. In some schools, it is even a harder task given the circumstances they have. The Board of Education has invested a lot of money; time and resources toward these improvements are committed to this vision. In places like right here at Lincoln School we see Hispanic students in grades 3 & 4 learning at high levels and passing the state test and achieving above the district average, in places like John Marshall School where grade 3 students went from the bottom achievement level in ELA in the district to the second highest scores in the district-just several points from our highest achieving elementary school, and in Washington School and Ben Franklin School we see subgroups of students in all areas improving --and in places like Herbert Hoover MS we see tremendous results and improvement and overwhelming results at Edison High School. This can happen and it is. Due to the leadership of our staff- the core belief that ALL students can learn is alive and well and making a difference. Our staff does not use excuses, they remove obstacles, they are both fair and compassionate, yet they make themselves accountable and they truly believe that All students can learn and deserve a chance. It is these examples that illustrate that these achievements are possible at all of our schools for all students. The opportunity gaps in our schools are real, and it may take longer than in other districts to achieve success, yet we cannot wait any longer. Through strong leadership and the belief that ALL means ALL--they can be overcome.

I recognize that test scores are not everything, or the only indicator whether or not students will be successful in the later years. However, we as educators must design educational opportunities that provide for outcomes for success. Taxpayers expect more of their tax dollars and absent student achievement; many people truly don't know how to measure a system's success. Furthermore, we just can't accept failure, nor will we. Good enough is no longer good enough. School leaders today must be more than just the managers of their buildings. Those days are long gone and new skill sets are not only necessary, they are required to be successful. We cannot do this work alone, everyone must be involved. We are now required to lead change that we may or may not believe in and at the core-- improved student achievement is the focus in this new world of accountability. Today's principals and teachers hold test scores as the most important thing because that is what the new evaluation system requires of them. They don't have a choice anymore. We didn't design this system and most of us don't totally believe in it. However, whether you like it or not, whether I like it or not, or whether anyone in this room likes it or not, TEST scores do count! The future employment of our employees in this district and across this state count on it and it can no longer be pushed aside or discounted.

Therefore, all of our staffing decisions are continuously reviewed for consistency and are based upon this accountability system in this new age of education reform. These measures are now in place so future opportunities take shape and student success will prosper for ALL students. Thank you Mr. Maeroff.

VIII. PUBLIC COMMENTS (RESOLUTIONS)

Nine students spoke supporting Rosemary Shutz as principal of Lindeneau Elementary School.

Eighteen residents spoke supporting Mrs. Shutz and wanted her to stay at Lindeneau.

Beth Moroney, supported Mrs. Shutz.

Bill Brunner, resident, asked the Board to vote no to transfer Rosemary Shutz.

IX. RESOLUTIONS – ACTION ITEMSA. PERSONNEL – LABOR RELATIONS

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approve the following personnel items as indicated below:

1. RESIGNATIONS/TERMINATIONS

Bonanno, Patricia – Lunch Aide Menlo Park School	Effective: 11/22/13 Reason: Personal
Criscitello, Anthony – Edison Township Ice Hockey Team - Assistant Coach – EDH/JPH	Effective: 11/13/13 Reason: Personal
Guzman, Sandra – Lunch Aide Washington School	Effective: 11/22/13 Reason: Personal
Hantsoulis, Ilias – DECA (Distributive Education Club of America) Edison High School	Effective: 09/01/13 Reason: Personal
Laiso, Samantha – Newspaper Club Thomas Jefferson Middle School	Effective: 12/20/13 Reason: Personal
Tapia, James – Security Guard Education Center	Effective: 10/17/13 Reason: Offer Withdrawn

2. RETIREMENT

Galya, Ronald – Custodian Menlo Park School	Effective: 12/31/13 10 years, 6 months of service
Goodman, Sharon – Paraprofessional Benjamin Franklin School	Effective: 12/31/13 19 years, 1 month of service
Hubbard, Elda – Spanish Teacher J.P. Stevens High School	Effective: 10/31/13 20 years, 8 months of service
Jenks, Donna – School Secretary III Thomas Jefferson Middle School	Effective: 12/31/13 15 years of service

Lafferty, Claire – Guidance Counselor
Martin Luther King School

Effective: 12/31/13
16 years, 1 month of service

Ottenstroer, Susan – School Secretary I
Herbert Hoover Middle School

Effective: 01/31/14
23 years, 4 months of service

3. APPOINTMENTS

<u>CERTIFIED STAFF</u>	<u>Step/Salary</u>	<u>Reason for Vacancy</u>	<u>Position/Location</u>
Bartko, Kristina Effective 11/11/13-04/11/14	\$40,000 (pro-rated) Jersey City State College	Leave of Absence	Long Term Substitute Grade 2 Teacher Benjamin Franklin School (for M.Conte)
Kaur, Kimpreet Effective 09/01/13-01/31/14	\$40,000 (pro-rated) Rutgers University	Leave of Absence	Long Term Substitute English Teacher Edison High School (for J. Robbins)
McBride, Sean Effective 12/02/13-06/30/14	\$50,000 (pro-rated) Rutgers University	Resignation	Special Education Teacher Edison High School
Ryan, Kelly Effective 09/11/13-03/07/14	\$40,000 (pro-rated) Rowan University	Leave of Absence	Long Term Substitute Mathematics Teacher Herbert Hoover M.S. (for K. Smith and A. Degnan)
<u>SUPPORT STAFF</u>	<u>Step/Salary</u>	<u>Reason for Vacancy</u>	<u>Position/Location</u>
Chessere, Dawn Effective 10/16/13-06/30/14	\$4,193 (pro-rated)	Retirement	Lunch Aide Lindeneau School
Hand, Jared Effective 11/26/13-06/30/14	\$34,930 (pro-rated)	Transfer	Custodian – Split JMI / FDR Building (3:00 pm -11:30 pm)
Hardiman, Patricia Effective 10/28/13-06/30/14	\$4,193 (pro-rated)	Resignation	Lunch Aide Lindeneau School
Hom, Michael Effective TBD-06/30/14	\$55,000 (pro-rated)	Transfer	Accountant Education Center
Penn, Karen Effective 10/21/13-06/30/14	\$18,650 (pro-rated)	Deceased	Paraprofessional J.P. Stevens High School
Sadibasic, Kimeta Effective TBD-06/30/14	\$34,930 (pro-rated)	Transfer	Custodian Thomas Jefferson M.S. (3:00 pm – 11:30 pm)

Washburn, Andrew Effective 11/18/13-06/30/14	\$34,930 (pro-rated)	Transfer	Custodian – Flex Edison High School (3:00 pm – 11:30 pm)
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LEAVES OF ABSENCE

Afonso, Stacie – Grade 1 Teacher Benjamin Franklin School	Medical	With Pay	10/14/13-10/25/13
Amodio, James – Mathematics Teacher John P. Stevens High School	Medical	With Pay	11/21/13-01/01/14
Barasch, Michele – Speech Teacher Woodbrook School	Medical	With Pay	11/14/13-11/30/13
Barulli, Anthony – Technology Teacher John P. Stevens High School	Medical	With Pay	11/11/13-11/22/13
Bucklew, Amy – Music Teacher John Adams Middle School	Medical-Revised Maternity-Revised Fed/FMLA- Revised Fed/NJ FMLA- Revised Child Care- Revised	With Pay With Pay Without Pay Without Pay Without Pay & Benefits	09/25/13-10/23/13 10/24/13-11/12/13 11/13/13-12/04/13 12/05/13-02/26/14 02/27/14-06/30/14
Caballero, Christine – English Teacher Thomas Jefferson Middle School	Medical Maternity Fed/FMLA Fed/NJ FMLA Child Care	With Pay With Pay Without Pay Without Pay Without Pay & Benefits	02/18/14-03/15/14 03/17/14-03/20/14 (.5) 03/20/14 (.5)-04/26/14 04/27/14-06/30/14 09/01/14-06/30/15
Conte, Melissa – Grade 2 Teacher Benjamin Franklin School	Medical-Revised Maternity Fed/NJ FMLA	With Pay With Pay Without Pay	11/11/13-12/07/13 12/08/13-01/18/14 01/19/14-04/12/14
Coppola, Danielle – Mathematics Teacher Thomas Jefferson Middle School	Medical-Revised Fed/FMLA- Revised Fed/NJ FMLA- Revised Child Care- Revised	With Pay Without Pay Without Pay Without Pay & Benefits	09/30/13 10/01/13-10/31/13 11/01/13-01/23/14 01/24/14-01/31/14
Cordero, Hector – Custodian John Adams Middle School	Medical-Extension	With Pay	10/24/13-11/10/13
Cunningham, Joseph – Music Teacher Herbert Hoover Middle School	Medical	With Pay	11/11/13-01/01/14

Degnan, Alyson – Mathematics Teacher Herbert Hoover Middle School	Medical-Revised	With Pay	10/03/13-10/20/13
	Fed/FMLA- Revised	Without Pay	10/21/13-12/15/13
	Fed/NJ FMLA- Revised	Without Pay	12/16/13-03/09/14
DeLuca, Kimberly – Grade 2 Teacher Menlo Park School	Medical	With Pay	01/21/14-02/07/14
	Maternity	With Pay	02/08/14-03/21/14
	Fed/NJ FMLA	Without Pay	03/22/14-05/14/14
DeMattia, Nicole –Family & Consumer Science Teacher John P. Stevens High School	Medical-Revised	With Pay	12/02/13-12/07/13
	Maternity-Revised	With Pay	12/08/13-01/18/14
	Fed/NJ FMLA	Without Pay	01/19/14-04/10/14
Disporto, Lori – Mathematics Teacher Woodrow Wilson Middle School	Medical	With Pay	01/16/14-01/22/14
	Maternity	With Pay	01/23/14-03/05/14
	Fed/NJ FMLA	Without Pay	03/06/14-04/20/14
Dondarski, Judith – Nurse Woodbrook School	Fed/FMLA- Extension	Without Pay	11/09/13-11/26/13
	Medical	Without Pay	11/27/13-01/01/14
Duer, Janis – Grade 2 Teacher James Madison Primary School	Medical	With Pay	10/07/13-10/21/13
Fekete, Charles – Custodian James Madison Intermediate School	Fed/FMLA	Without Pay	10/28/13-01/20/14
Fischetti, Maureen – Nurse Menlo Park School	Medical-Revised	With Pay	09/01/13-10/21/13
Genovese, Julie – Speech Teacher Edison High School	Medical	With Pay	10/17/13-12/01/13
Goldstein, Arielle – Grade 5 Teacher Washington School	Medical Extension	With Pay	10/17/13
	Fed/FMLA	Without Pay	10/18/13-11/03/13
Hubbard, Elda – Spanish Teacher John P. Stevens High School	Medical	With Pay	10/14/13-10/31/13
King, Marguerite – Grade 5 Teacher Menlo Park School	Medical	With Pay	10/07/13-12/31/13
Korey, Diane – French Teacher John Adams Middle School	Medical	With Pay	11/13/13-11/30/13
LaBella, Jennifer – Grade 2 Teacher Woodbrook School	Medical-Revised	With Pay	10/21/13-11/11/13
	Maternity-Revised	With Pay	11/12/13-01/06/14
	Fed/NJ FMLA- Revised	Without Pay	01/07/14-02/25/14

Laiso, Samantha – English Teacher Thomas Jefferson Middle School	Medical	With Pay	01/02/14-01/22/14
	Maternity	With Pay	01/23/14-02/14/14
	Fed/FMLA	Without Pay	02/15/14-03/05/14
	Fed/NJ FMLA	Without Pay	03/06/14-04/07/14
Lambert, Kristine – Physical Education/Health Teacher John Adams Middle School	Medical-Revised	With Pay	10/14/13-10/15/13
	Maternity-Revised	With Pay	10/16/13-12/10/13
	Fed/NJ FMLA- Revised	Without Pay	12/11/13-03/04/14
	Child Care- Revised	Without Pay & Benefits	03/05/14-04/04/14
MacIntyre, Mary Clare – Special Education Teacher Lindeneau School	Medical	With Pay	01/06/14-02/03/14
	Fed/FMLA	Without Pay	02/04/14-03/17/14
	Fed/NJ FMLA	Without Pay	03/18/14-06/09/14
	Child Care	Without Pay & Benefits	06/10/14-06/30/14
Mann, Michelle – Mathematics Teacher Herbert Hoover Middle School	Medical	With Pay	02/03/14-02/12/14
	Maternity	With Pay	02/13/14-03/26/14
	Fed/NJ FMLA	Without Pay	03/27/14-06/30/14
Mendiratta, Renu – Science Teacher John Adams Middle School	Fed/NJ FMLA	Without Pay	10/24/13(.5)-11/10/13
Mezynski, Geraldine – School Secretary III John P. Stevens High School	Medical	With Pay	10/21/13-11/10/13
Plesnarski, Eileen – Business Teacher John P. Stevens High School	Medical	With Pay	10/23/13-12/04/13
Robbins, Julie – English Teacher Edison High School	Child Care	Without Pay & Benefits	11/25/13-01/31/14
Roldan, Lila – Gifted & Talented Teacher Martin Luther King School	Medical	With Pay	02/03/14-02/08/14
	Maternity	With Pay	02/09/14-02/19/14
	Fed/FMLA	Without Pay	02/20/14-04/05/14
	Fed/NJ FMLA	Without Pay	04/06/14-05/14/14
Said, Claudine – Grade 2 Teacher James Monroe School	Child Care – Extension	Without Pay & Benefits	02/01/14-04/04/14
Simoes, Marissa – Grade 1 Teacher Washington School	Medical-Revised	With Pay	10/11/13-10/27/13
	Maternity-Revised	With Pay	10/28/13-12/08/13
	Fed/NJ FMLA – Revised	Without Pay	12/09/13-03/02/14

Singh, Kruti – Science Teacher Edison High School	Medical-Revised	With Pay	10/24/13-11/04/13
	Maternity-Revised	With Pay	11/05/13-12/11/13(.5)
	Fed/FMLA- Revised	Without Pay	12/11/13(.5)-12/31/13
	Fed/NJ FMLA- Revised	Without Pay	01/01/14-03/25/14
Sorber, Beverly – Secretary IIIB Woodbrook School	Medical-Extension	With Pay	11/25/13-12/01/13
Soto, Jennifer B. –Grade 3 Teacher John Marshall School	Medical	With Pay	12/16/13-01/11/14
	Maternity	With Pay	01/12/14-02/13/14
	Fed/FMLA	Without Pay	02/14/14-02/22/14
	Fed/NJ FMLA	Without Pay	02/23/14-04/06/14
Steinheber, Maria – Special Education Teacher Benjamin Franklin School	Medical-Extension	With Pay	10/24/13-12/01/13
Toto, Lauren – Grade 1 Teacher Woodbrook School	Maternity	With Pay	02/20/14-03/27/14
	Fed/FMLA	Without Pay	03/28/14-04/02/14
	Fed/NJ FMLA	Without Pay	04/03/14-05/14/14
Ziolkowski, Deborah – Grade 4 Teacher Martin Luther King School	Fed/FMLA- Extension	Without Pay	11/18/13-01/09/14
	Medical	Without Pay & Benefits	01/10/14-06/30/14

5. CHANGE OF STATUS

<u>ADMINISTRATOR</u>	<u>From</u>	<u>Reason for Change</u>	<u>To</u>
Reid, Sandra	Coordinator – NCLB Compliance, Assessment, Grants, Mandated Programs Salary \$93,636 Effective 07/01/13-06/30/14		Coordinator – NCLB Compliance, Assessment, Grants, Mandated Programs, Special Assistant to the Business Administrator Salary \$103,636 (pro-rated) Effective 11/26/13-06/30/14
Schutz, Rosemary	Principal Lindeneau School	Transfer	Principal James Madison Primary
<u>CERTIFIED STAFF</u>	<u>From</u>	<u>Reason for Change</u>	<u>To</u>
Benedict, Krista	Mathematics Teacher (1.0) J.P. Stevens High School Salary \$68,055 Effective 09/01/13-06/30/14		Mathematics Teacher (1.2) J.P. Stevens High School Salary \$78,055 (pro-rated) Effective 11/25/13-12/20/13

Cleary, Christa	Business Teacher J.P. Stevens High School Salary \$57,605 Effective 09/01/13-06/30/14		Business Teacher J.P. Stevens High School Salary \$58,105 Effective 09/01/13-06/30/14
DeMattia, Nicole	Family & Consumer Science Teacher (1.2) Salary \$70,355 (pro-rated) Effective 09/01/13-12/01/13		Family & Consumer Science Teacher (1.0) Salary \$60,355 (pro-rated) Effective 12/02/13-06/30/14
Duggan, Jennine	Special Education Teacher (1.0) Edison High School Salary \$64,450 Effective 09/01/13-06/30/14		Special Education Teacher (1.2) Edison High School Salary \$74,450 (pro-rated) Effective 10/15/13-11/27/13
Farrell, Kelli	Special Education Teacher Herbert Hoover M.S. Salary \$88,605 Effective 09/01/13-06/30/14		Special Education Teacher Herbert Hoover M.S. Salary \$88,855 Effective 09/01/13-06/30/14
Fiorello, Jason	Spanish Teacher (1.0) J.P. Stevens High School Salary \$96,455 Effective 09/01/13-06/30/14		Spanish Teacher (1.2) J.P. Stevens High School Salary \$106,455 (pro-rated) Effective 11/11/13-TBD
Healey, Nancy	Spanish Teacher (1.0) J.P. Stevens High School Salary \$97,480 Effective 09/01/13-06/30/14		Spanish Teacher (1.2) J.P. Stevens High School Salary \$107,480 (pro-rated) Effective 11/11/13-TBD
Hrevnak, Matthew	Mathematics Teacher (1.0) J.P. Stevens High School Salary \$102,588 Effective 09/01/13-06/30/14		Mathematics Teacher (1.2) J.P. Stevens High School Salary \$112,588 (pro-rated) Effective 11/25/13-12/20/13
Karamanos, Xanthy	Long Term Substitute Special Education Teacher James Monroe School Effective 09/01/13-01/31/14 (for C. Said)	Leave of Absence	Long Term Substitute Special Education Teacher James Monroe School Effective 09/01/13-04/04/14 (for C. Said)
Keefe, Kristine	Spanish Teacher (1.0) J.P. Stevens High School Salary \$74,000 Effective 09/01/13-06/30/14		Spanish Teacher (1.2) J.P. Stevens High School Salary \$84,000 (pro-rated) Effective 11/11/13-TBD
Martinez, Maria	Spanish Teacher (1.0) J.P. Stevens High School Salary \$72,855 Effective 09/01/13-06/30/14		Spanish Teacher (1.2) J.P. Stevens High School Salary \$82,855 (pro-rated) Effective 11/11/13-TBD

Negi, Tenzin	Long Term Substitute Grade 2 Teacher Woodbrook School Effective 11/11/13-06/30/14 (for J. Labella)		Long Term Substitute Grade 2 Teacher Woodbrook School Effective 10/31/13-06/30/14 (for J. Labella)
Romeo, Marlena	Mathematics Teacher (1.0) J.P. Stevens High School Salary \$88,855 Effective 09/01/13-06/30/14		Mathematics Teacher (1.2) J.P. Stevens High School Salary \$98,855 (pro-rated) Effective 11/25/13-12/20/13
Schwartz, Marcia	Spanish Teacher (1.0) J.P. Stevens High School Salary \$106,028 Effective 09/01/13-06/30/14		Spanish Teacher (1.2) J.P. Stevens High School Salary \$116,028 (pro-rated) Effective 11/11/13-TBD
Shepherd, Deborah	Math Interventionist MLK/MEN Effective 09/01/13-06/30/14	Transfer	Math Interventionist James Monroe School Effective 11/12/13-06/30/14
Smith , Tracie	Special Education Teacher (1.0) Edison High School Salary \$97,429 Effective 09/01/13-06/30/14		Special Education Teacher (1.2) Edison High School Salary \$107,429 (pro-rated) Effective 10/15/13-11/27/13
Stokes, Douglas	Curriculum Resource Teacher Lindeneau School Effective 09/01/13-06/30/14	Transfer	Grade 5 Teacher Washington School Effective 11/25/13-06/30/14
Sutter, Andrea	Mathematics Teacher (1.0) J.P. Stevens High School Salary \$107,485 Effective 09/01/13-06/30/14		Mathematics Teacher (1.2) J.P. Stevens High School Salary \$117,485 (pro-rated) Effective 11/25/13-12/20/13
Terrill, Joelle	Mathematics Teacher (1.0) J.P. Stevens High School Salary \$52,000 Effective 09/01/13-06/30/14		Mathematics Teacher (1.2) J.P. Stevens High School Salary \$62,000 (pro-rated) Effective 11/25/13-12/20/13
Vannucci, Michael	Long Term Substitute Science Teacher Edison High School Effective 11/11/13-03/12/14 (for K. Singh)		Long Term Substitute Science Teacher Edison High School Effective 10/28/13-03/25/14 (for K. Singh)
Wang, Sherry	Speech Woodrow Wilson M.S. MA+30, Step 9 Salary \$79,296 Effective 09/01/13-06/30/14		Speech Woodrow Wilson M.S. MA+45, Step 9 Salary \$80,241 Effective 09/01/13-06/30/14

Whalen, Shari	Long Term Substitute Grade 5 Teacher John Marshall School Effective 09/01/13-12/06/13 (for K. Amabile)	Long Term Substitute Grade 5 Teacher John Marshall School Effective 09/01/13-06/30/14 (for K. Amabile and A. Jasionowski)
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<u>SUPPORT STAFF</u>	<u>From</u>	<u>Reason for Change</u>	<u>To</u>
Benko, Mark	Custodian – Flex J.P. Stevens High School (3:00 pm – 11:30 pm) Effective 07/01/13-06/30/14	Transfer	Custodian J.P. Stevens High School (3:00 pm to 11:30 pm) Effective 11/26/13-06/30/14
Igbinobaro, Augustine	Custodian – Flex (Wednesday-Sunday) Edison High School (3:00 pm to 11:30 pm) Effective TBD-06/30/14		Custodian – Flex (Wednesday-Sunday) Edison High School (3:00 pm to 11:30 pm) Effective 10/23/13-06/30/14
Lafferty, Julie	Paraprofessional Lindeneau School Effective 09/01/13-06/30/14	Transfer	Paraprofessional FDR Building Effective 11/11/13-06/30/14
Morrison, Marvin	Custodian – Flex Thomas Jefferson M.S. (3:00 pm to 11:30 pm) Effective 07/01/13-06/30/14	Transfer	Custodian – Flex J. P. Stevens High School (3:00 pm to 11:30 pm) Effective 11/26/13-06/30/14
Ruschak, Daniel	Attendance Investigator Education Center Effective TBD-06/30/14		Attendance Investigator Education Center Effective 10/21/13-06/30/14
Saldana, Jose	Custodian James Madison Int / FDR (3:00 pm to 11:30 pm) Effective 07/01/13-06/30/14	Transfer	Custodian Martin Luther King School (3:00 pm to 11:30 pm) Effective 11/26/13-06/30/14
Toro, Geoffrey	Paraprofessional Herbert Hoover M.S. Effective TBD-06/30/14		Paraprofessional Herbert Hoover M.S. Effective 10/21/13-06/30/14

6. SALARY ADJUSTMENTS FOR PROFESSIONAL STAFF – ADDITIONAL GRADUATE CREDITS EARNED, EFFECTIVE 09/01/13-06/30/14

<u>NAME</u>	<u>LOCATION</u>	<u>FROM</u>	<u>TO</u>
Treglia, Christine	HHM	Step 5 BA \$54,250	Step 5 BA+15 \$56,052

7. SUBSTITUTE STAFF – AS NEEDED FOR THE 2013-2014 SCHOOL YEAR

Acting Principal – Lindeneau School - \$450/day
Farrell, Brian

Teachers – State Certified \$90.00/day – County Certified \$80.00/day
Komar, Stephen

Custodian \$10.50/hr

Andino, Jose
Masterson, Gavin

Benning, Robert
Sims, James

Capik, Anthony

Secretary \$75/day

Suydam, Joanne

Lunch Aides \$11.58/hr

Mehta, Neera

Saldana, Darleny

Nurse \$200/day

Belko, Victoria

8. LONGEVITY

<u>TEACHERS</u>	<u>SCHOOL</u>	<u>DATE</u>	<u>YEARS</u>	<u>PRESENT SALARY</u>	<u>NEW SALARY</u>
Adornetto, Angela	JMI	12/21/13	15	\$96,040.00	\$96,503.00
Barry, Anthony	EDH	12/01/13	16	\$112,093.00	\$112,583.00
Bodofsky, Carol	WBR	12/28/13	16	\$98,342.00	\$98,814.00
Boland, Elizabeth	LIN	12/15/13	15	\$101,603.00	\$102,093.00
Brown, Kristina	JMI	12/02/13	15	\$97,870.00	\$98,342.00
Fischer, Jennifer	WWM	12/21/13	14	\$97,399.00	\$97,870.00
Francovitch, Diane (Revised)	WAS	09/01/13	15	\$95,115.00	\$96,040.00
Harrison, Doreen	LNC	12/01/13	23	\$102,116.00	\$102,588.00
Holloway, Amy	WBR	12/01/13	18	\$95,573.00	\$96,026.00
Lubonski, Sherrie	MLK	12/20/13	24	\$100,668.00	\$101,131.00
Mc Cann, Stephanie	MON	12/11/13	17	\$97,399.00	\$97,870.00
Parcells, Denise	HHM	12/30/13	19	\$98,342.00	\$98,814.00
Sliwinski, Christine	HHM	12/30/13	18	\$99,286.00	\$99,758.00
				DIFFERENCE TOTAL	\$6,586

<u>NURSE</u>	<u>SCHOOL</u>	<u>DATE</u>	<u>YEARS</u>	<u>PRESENT SALARY</u>	<u>NEW SALARY</u>
Calloway, Bonita	FDR	12/01/13	16	\$93,851.00	\$94,341.00
				DIFFERENCE TOTAL	\$490

THOMAS JEFFERSON MIDDLE SCHOOL

CLASS A CLUB

Crossroads Club (Revised)	Kousoulis, Fotini (Effective 11/18/13)	\$875.00 (Split)
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EDISON HIGH SCHOOL

CLASS A CLUBS

Peacock Society (Effective 10/28/13)	Mishra, Neelam	\$875.00
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Make An Impact Club (Effective 10/28/13)	Turley, Jennifer	\$875.00
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Edison Youth Environmental Society (Effective 10/28/13)	Evans, Carol	\$875.00
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FCCLA Club (Revised)	Reeves, Meghan (Effective 09/01/13) Ledda, Sandra (Effective 09/01/13) Hantsoulis, Ilias (Effective 09/01/13)	\$875.00 (Split)
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CLASS B CLUBS

EHS PAWS (Effective 10/28/13)	Landesman, Vicki	\$800.00
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Anime Club (Effective 10/28/13)	Iannace, Michael	\$800.00
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J.P. STEVENS HIGH SCHOOL

CLASS A CLUB

JPawS (Revised)	<u>NAME</u> Bordon, Jacqueline (Effective 11/01/13) Kovatcheva, Marleza (Effective 09/01/13) Hubbard, Elda (Effective 09/01/13-10/13/13)	<u>STIPEND</u> \$875.00 (Split)
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13. JOB DESCRIPTIONS (Exhibit B)

REVISED:

From:
Staff Accountant

To:
Accountant

Coordinator of NCLB
Compliance/Assessment/Grants/Mandated
Programs

Coordinator of NCLB
Compliance/Assessment/Grants/Mandated
Programs/Special Assistant to the Business
Administrator

Mr. Maeroff asked for a motion to approve the Personnel Report. Ms. Shah made the motion, seconded by Dr. Heelan. Mr. Michaud took a roll call vote, and the result was as follows:

AYES: Mrs. Harris, Mrs. Fong, Dr. Heelan, Ms. Shah,
Mrs. Bonderowitz, Mrs. Ward, Mrs. Anes,
Mrs. Iyer, Mr. Maeroff (Except Abstained on Item #10 Only)

ABSTAINED: Mr. Maeroff – Item #10 Only

NAYS: None The motion was carried.

B. ADMINISTRATION

1. Revised 2013-2014 School Calendar (Exhibit C)

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the revised 2013-2014 School Calendar, as annexed hereto.

2. Removal From Rolls

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the following students be removed from the Rolls of the Edison Board of Education effective immediately:

<u>STUDENT ID</u>	<u>SCHOOL</u>	<u>REASON</u>
3012698	Lincoln ES	Resides in New Brunswick
3012729	JP Stevens HS	Mother Resides in Jamaica
3012281	Edison HS	Parents Reside in China
2019105	T Jefferson MS/VOC	Mother Resides in Highland Park
2021875	T Jefferson MS	Mother Resides in Highland Park
2021876	T Jefferson MS	Mother Resides in Highland Park

3. Superintendent's Merit Goals (Exhibit D)

BE IT

RESOLVED: that the Edison Board of Education approve the Superintendent of Schools merit criterion for the 2013-2014 school year pursuant to N.J.A.C. 6A:23A-3.1(e)10, which merit goals have been approved of the Executive County Superintendent, as annexed hereto.

Mr. Maeroff asked for a motion to approve the Administration Report. Ms. Shah made the motion, seconded by Dr. Heelan. Mr. Michaud took a roll call vote, and the result was as follows:

AYES: Mrs. Harris, Mrs. Fong, Dr. Heelan, Ms. Shah,
Mrs. Bonderowitz, Mrs. Ward, Mrs. Anes,
Mrs. Iyer, Mr. Maeroff

NAYS: None The motion was carried.

C. CURRICULUM & INSTRUCTION

1. Curriculum Guide (Exhibit E)

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approve the following curriculum guides:

Title:	Math 7-2
Length of Course:	Term
Elective/Required:	Required
Schools:	Middle School
Student Eligibility:	Grade 7
Credit Value:	N/A

2. 2013-2014 NJQSAC Statement of Assurance Report (Exhibit F)

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the 2013-2014 NJQSAC Statement of Assurance Report, as annexed hereto.

3. 2013-2014 Winter Athletic Schedule – Middle & High Schools (Exhibit G)

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the 2013-2014 Winter Athletic Schedule – Middle and High Schools, as annexed hereto.

4. Field Trips

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the following field trips:

- a. Four students and two advisor (1 day of instructional time), from Woodrow Wilson Middle School's Model UN, will be attending the Model UN Conference in Williamsburg, Virginia from November 22nd through November 24th, 2013 at no cost to the Board of Education. These additional students have been added to the previously approved trip on the October 14, 2013 Board Agenda for one hundred students and four advisors (1 day of instructional time), from John P. Stevens High School's Model UN, who will be attending the same conference.
- b. Thirteen students and two advisors (1 day of instructional time), from Edison High School's Model UN, will be attending the Rutgers University Model UN Conference in New Brunswick, New Jersey from December 5th through December 8th, 2013 at no cost to the Board of Education.
- c. One hundred-eighty students and seven advisors (3 days of instructional time), from John P. Stevens High School's AP Government Civics & Justice Academy, will be examining the Supreme Court in our Political System in Washington, DC from June 2nd through June 4th, 2014 at no cost to the Board of Education.

5. Professional Development Documentation –November 2013

NAME	SCHOOL	DATE	CONFERENCE	LOCATION	REGISTRATION FEE	HOTEL EXPENSES **	OTHER EXPENSES **	FUND
Quick, Meredith (approved previously on August Agenda)	JPS	09/19/13 Date Changed to 10/22/13	Day 1 – Student Safety for General Education & Special Needs Students	Monroe, NJ	\$300.00	N/A	NA	Professional Development
Carrasquillo-Tavares, Gladys	EHS	120/6/13	Advanced Mindfulness	Hasbrouck Heights, NJ	\$189.99	N/A	N/A	Professional Development
Gabriele, Mollie	Benjamin Franklin	12/17/13	Best iPad Apps & Strategies to Increase Reading & Writing Skills	Newark, NJ	\$229.00	N/A	N/A	Professional Development
Marasco, Shannon	HHMS	01/14/14	Best Practices in Co-Teaching	Voorhees, NJ	\$235.00	N/A	NA	Professional Development

**Pursuant to N.J.S.A.18A:11-12 et.seq.; N.J.A.C. 6A23A-5.9, 6.13, and 7.1 et.seq.; Federal OMB Circular A-87 and Board Policy No. 6471

D. PUPIL/SPECIAL SERVICES1. Out-of-District Placements

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the following Out-of-District Placements for Special Education Students:

<u>Student ID Numbers</u>	<u>Effective Date</u>	<u>Previous Placement</u>	<u>New Placement</u>	<u>Annual Tuition</u>	<u>Rationale</u>
2014010	10/30/13	UMDNJ	N/A	(67,650)	Student Hospitalized
2001571	10/24/13	New Road School-Somerset	Home Instruction	(39,676)	Placed on Medical Home Instruction
2020346	10/14/13	Developmental Learning Center-Warren	Home Instruction	(97,314)	Student Hospitalized
2027999	10/28/13	Collier High School	N/A	(51,332)	Placement No Longer Appropriate Due to Truancy
3011030	10/03/13	Bright Beginnings Learning Center	N/A	(52,884)	Family Moved
3007460	09/30/13	Cranford Achievement Program	N/A	(46,590)	Family Moved
3007459	09/30/13	Bonnie Brae	N/A	(69,000)	Family Moved
3003095	10/14/13	Edison Public School	Bright Beginnings Learning Center	52,884	IEP Team Decision
2027999	10/03/13	Home Instruction	Collier High School	51,332	IEP Team Decision
3004513	10/07/13	Edison Public School	Collier High School	51,332	IEP Team Decision
3012636	10/10/13	North Carolina Homeless Shelter	NuView Academy	56,070	IEP Team Decision
2015236	10/24/13	Home Instruction	CPC	59,375	IEP Team Decision

<u>Student ID Numbers</u>	<u>Effective Date</u>	<u>Previous Placement</u>	<u>New Placement</u>	<u>Annual Tuition</u>	<u>District of Origin</u>	<u>Rationale</u>
3012356	10/23/13	Residential Laurie Haven Student	Gateway School	(52,996)	Paterson NJ 52,996	IEP Team Decision

Mr. Maeroff asked for a motion to approve the Curriculum & Instruction Report and the Pupil/Special Services Report. Mrs. Fong made the motion, seconded by Mrs. Bonderowitz. Mr. Michaud took a roll call vote, and the result was as follows:

AYES: Mrs. Harris, Mrs. Fong, Dr. Heelan, Ms. Shah,
Mrs. Bonderowitz, Mrs. Ward, Mrs. Anes,
Mrs. Iyer, Mr. Maeroff

NAYS: None The motion was carried.

E. FINANCE

1. Transfer of Funds

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the following transfer of funds, effective September 30, 2013:

To:

11-190-100-640	Textbooks	25,000
11-190-221-102	Supervisors Salaries	10,000
11-212-100-610	Multiply Disabled Educational Supplies	10,000
	Total	45,000

From:

11-190-216-320	Related Services	20,000
11-190-291-280	Tuition Reimbursement	25,000
	Total	45,000

2. Bid – Maintenance & Service of Clocks & Public Address Systems

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education accepts the Educational Data Services Cooperative Bid maintenance and service of clocks and public address systems, Fiscal Year 2014, to the following companies:

<u>Primary Company</u>	<u>Bid Amount</u>
Alarm and Communication Technologies, Inc. 25 Ross Street, PO Box 596 Wharton, NJ 07885	Mechanic, Journeyman - 69.00 Per Hour Mechanic, Helper – 34.00 Per Hour % Mark-Up Added to a Wholesale Cost – 10.00%

Secondary Company
Sal Electric Company, Inc.
83 Fleet Street
Jersey City, NJ 07306

Mechanic, Journeyman – 68.50 Per Hour
Mechanic, Helper – 32.90 Per Hour
% Mark-Up Added to a Wholesale Cost – 15.00%

3. Donation – Woodrow Wilson Middle School

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education accepts the donation from the Woodrow Wilson Middle School PTA of a set of “WittFitt” stability balls to be used as seating in the 6th grade social studies class, in the amount of \$1,201.

4. Donation – Edison High School

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education accepts the donation from Roche Pharmaceuticals to Edison High School for supplies for the new science wing, in the amount of \$28,230.

5. MRESC Cooperative Quote – Natural Gas

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education awards a Natural Gas contract to Woodruff Energy and Hess Corporation, based on a cooperative quote through the Middlesex Regional Services Commission from 12/01/13 through 05/01/14:

	<u>Delivery</u> <u>Charge</u>	<u>Natural</u> <u>Gas</u>	<u>Total</u>
<u>Citygate</u>			
<u>Hess-PSE&G</u>			
December 2013	\$0.75	\$3.75	\$4.50
January 2014	\$0.75	\$3.60	\$4.35
February 2014	\$0.75	\$3.60	\$4.35
March 2014	\$0.75	\$3.60	\$4.35
April 2014	\$0.75	\$3.75	\$4.50
May 2014	\$0.75	\$3.60	\$4.35
<u>Woodruff-Elizabethtown</u>			
December 2013	\$0.445	\$3.60	\$4.05
January 2014	\$0.445	\$3.60	\$4.05
February 2014	\$0.445	\$3.60	\$4.05
March 2014	\$0.445	\$3.60	\$4.05
April 2014	\$0.445	\$3.60	\$4.05
May 2014	\$0.445	\$3.60	\$4.05

6. Change Order – Edison High School Addition

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approve the following change order for the addition to Edison High School:

<u>Project/Contractor</u>	<u>Change Order #</u>	<u>Amount</u>
Edison HS GPC, Inc.	GPC11	1,731.81

7. Obsolete Items

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education declares the following items obsolete and no longer needed for school purposes:

<u>Location</u>	<u>Item</u>
J Monroe ES	2 CPUs 2 Keyboards 1 Mouse 18 Laptops 2 Printers 1 Overhead Projector 1 Dual-Cassette Karaoke Center
Washington ES	2 Televisions 1 Piano 7 Computer Towers 1 Laptop 1 LCD Monitor
Washington ES	1 Overhead Projector 1 Smart Table
J Adams MS	983 Library Books
J Adams/W Wilson MS	1,000 Science Books
T Jefferson MS	19 Computer Carts 14 Overhead Projectors 16 TV Mounts 4 Projectors 5 Computer Towers 2 Monitors 2 Laptop Carts 14 Televisions 15 TV/Overhead Projector Carts 12 Printers 4 VCRs 1 Speaker 1 Message Board Switch 1 Laptop Cart

T Jefferson MS	3 Switchboards
	1 Card Printer
	1 TV Monitor
Edison HS	540 Mathematics Books
JP Stevens HS	1 Television
	1 DVD Video Player
	1 Laptop
	2 Printers

8. Bill List (Exhibit I)

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education confirms the payment of bills on the bill list dated October 31, 2013 payable by Cycle Checks No. 110479 through No. 111328 inclusive, totaling \$23,557,875.75 from the Board of Education General Account in Investors Bank.

9. Transportation Report – November 2013

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the November 2013 Transportation Report as follows:

<u>Route</u>	<u>Carrier</u>	<u>School</u>	<u>Effective</u>	<u>Per Diem/Aide</u>
<u>Regular Education Student Jointure Quote – 2013-2014 School Year</u>				
WW14	MRESC	W Wilson MS	10/23/13-06/30/14	223.00
<u>Special Education Student Jointures – 2013-2014 School Year</u>				
EPIC	MRESC	EPIC	10/30/13-06/30/14	178.00
				Aide – 40.00
HPA	MRESC	CPC High Point	10/29/13-06/30/14	148.00
				Aide – 40.00
GWA2	MRESC	Gateway	10/23/13-06/30/14	118.00
				Aide – 33.00

Mr. Maeroff asked for a motion to approve the Finance Report. Ms. Shah made the motion, seconded by Dr. Heelan. Mr. Michaud took a roll call vote, and the result was as follows:

AYES: Mrs. Harris, Mrs. Fong, Dr. Heelan, Ms. Shah,
Mrs. Bonderowitz, Mrs. Ward, Mrs. Anes,
Mrs. Iyer, Mr. Maeroff

NAYS: None The motion was carried.

X. ANNOUNCEMENTS BY THE PRESIDENT

- Caucus Meeting – Wednesday, December 11, 2013
Location – Education Center (Caucus Room)
Time – 7:00 PM
- Public Meeting – Monday, December 16, 2013
Location – John P. Stevens High School
Time – 7:00 PM

XI. BOARD MEMBERS – OPEN DISCUSSION

There were no Board Member comments at this time.

XII. PUBLIC COMMENTS

Kyle Thoms, resident, thought that the midyear transfer of the principal was disruptive.

Tina Lapolossa, resident, stated that the Board learned about the transfer on Wednesday, so how did Mrs. Shutz know about this on Tuesday.

Heather English, resident, asked the Board how they thought the students would react to a midyear transfer.

Many parents were upset about the Board's action transferring Rosemary Shutz.

XIII. ADJOURNMENT

There being no further questions or comments forthcoming, Mr. Maeroff asked for a motion to adjourn this November 25, 2013 public meeting of the Edison Board of Education at 9:24 P.M. Mrs. Bonderowitz made the motion, seconded by Mrs. Ward and approved by all members present.

Respectfully submitted,

Daniel P. Michaud

Daniel P. Michaud
Secretary
DPM:jmc