



TOWNSHIP OF PEQUANNOCK
BOARD OF EDUCATION

REGULAR MEETING MINUTES
FEBRUARY 4, 2019

CALL TO ORDER

The February 4, 2019 Meeting of the Board of Education, Township of Pequannock, County of Morris, was called to order in the Pequannock Township High School Auditorium, 85 Sunset Road, Pompton Plains, NJ 07444, at 7:00 pm by Kenneth Hardaker, Board President. The following statement of compliance with the Open Public Meetings Act was read:

In compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, notice of this meeting has been properly advertised in the Daily Record and the Suburban Trends, its agenda has been posted at the appropriate locations, and a copy has been filed with the Pequannock Township Clerk.

FLAG SALUTE

ROLL CALL

PRESENT: Mr. Joseph Blumert Mr. Sam Ciresi Ms. Megan Dempsey
 Mrs. Tiffany Osmanski Mr. Richard Prezioso Mrs. Cara Shenton
 Dr. Richard Thumann Mr. Leonard Smith Mr. Kenneth Hardaker

ALSO PRESENT: Brett Charleston, Ed.D., Superintendent
 Kateryna W. Bechtel, CPA, School Business Administrator/Board Secretary
 Rodney T. Hara, Esq., Board Attorney

Board President Report – Kenneth Hardaker

- Reminded the Board that all members must comply with the OPRA request for emails and text messages.
- Requested that all communications be conducted through board members' Pequannock.org account. Board counsel supported this request and indicated that it is best practice to centralize communications.

Student Representative Report - Cassidy Fairchild and Alyssa Romano

- Congratulated the new board members.
- Reported on the following activities and sports:
 - Operation Smile Dance was a success.
 - Winter Sports such as basketball and swimming are going well.
 - FBLA traveled to the elementary schools to teach financial literacy.
 - The A Cappella Group will participate in the quarterfinals on February 16 at Northern Highlands.
 - Habitat for Humanity painted inspirational quotes in the bathrooms.
 - The Student Council Executive Board is trying to increase student participation.

Superintendent Report – Brett Charleston, Ed.D.

- Pequannock Education Foundation Presentation

OPEN TO PUBLIC AGENDA ITEMS ONLY

Members of the public may speak once for a maximum period of five minutes by the clock during this portion of the meeting. The public may speak on **any agenda item** during their five minutes. If a member of the public raises a question, all questions should be directed to the Board President. Please state your name and sign in before you begin.

- Kim Quigley of Pompton Plains commented that she is sad to hear of Nina Pearsall’s resignation. She hopes that, despite the loss in the leadership team, the special education department will move forward.
- Ann Maier of Pequannock inquired if resolutions will be added under Old Business.

2018-2019 UPCOMING COMMITTEE MEETINGS

- Curriculum, Instruction, and Special Services February 19, 2019
- Policy February 19, 2019
- Personnel, Management and Community Relations February 19, 2019
- Finance, Facilities, and Athletics February 20, 2019

APPROVAL OF MINUTES

Motion by: Thumann	Second by: Osmanski	January 22, 2019 Regular Meeting Roll Call Vote: 8-0-1 Abstain: Blumert January 22, 2019 Executive Session Roll Call Vote: 7-1-1 No: Dempsey Abstain: Blumert
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Ms. Dempsey stated she believed the Executive Session Minutes do not accurately reflect the discussion.

APPROVAL OF ACTION ITEMS

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Mrs. Cara Shenton, Chair

Mr. Prezioso congratulated the retirees.

- PMC-117-19 Acceptance of Reports - 2018-2019 School Year
- PMC-118-19 Accept Resignations - 2018-2019 School Year
- PMC-119-19 Acceptance of Resignations for the Purpose of Retirement
- PMC-120-19 Approval of Appointments - 2018-2019 School Year
- PMC-121-19 Approval to Amend Medical Leave of Absence - 2018-2019 School Year (PMC-86-19)
- PMC-122-19 Approval of Transfer of Staff - 2018-2019 School Year

RESOLUTION NO. PMC-117-19

ACCEPTANCE OF REPORTS

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts the following reports:

- Enrollment Report
- Suspension Report

Motion by: Shenton	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-118-19

ACCEPT RESIGNATIONS

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts the following resignation:

NAME	ASSIGNMENT	EFFECTIVE DATE
Pearsall, Nina	Supervisor of Student Services Preschool - Grade 5	On or about 3/23/2019

Motion by: Shenton	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-119-19

ACCEPTANCE OF RESIGNATION FOR THE PURPOSE OF RETIREMENT

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts the following resignations for the purpose of retirement:

NAME	POSITION	EFFECTIVE DATE
Blossfeld, Donna	.7 Special Education Aide Hillview Elementary School	6/30/2019
Warren, Catherine	ABA Aide Pequannock Valley Middle School	6/30/2019
Pineiro, Manuel	Custodian Hillview Elementary School	6/30/2019
Pineiro, Maria	Custodian Pequannock Township High School	6/30/2019

Motion by: Shenton	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-120-19
APPROVAL OF APPOINTMENTS - 2018-2019 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointments of the following personnel in the Pequannock Township School District, **pending full satisfaction of requisite New Jersey Department of Education and District employment criteria and results from post-offer physical and drug-test as per Policies 3160 & 4160:

NAME	POSITION	EFFECTIVE DATES	SALARY
Deitch, Kristie <i>Replacing Alyssa Terranova</i>	.7 Aide Stephen J. Gerace Elementary School	On or about 2/5/2019-6/30/2019	Step 5, \$13,311
Cohen, Chad	Weight Room Supervisor-Spring Season Pequannock Township High School	3/1/2019 - 6/30/2019	\$1.122
Roszkowski, Jesse	Assistant Baseball Coach-Spring Season Pequannock Township High School	On or about 3/1/2019-6/30/2019	Step 1, \$3,210
DeYoung, Brian	Assistant Boys Lacrosse Coach-Spring Season Pequannock Township High School	On or about 3/1/2019-6/30/2019	Step 1, \$3,250
Thomson, Curtis	Assistant Boys Lacrosse Coach-Spring Season Pequannock Township High School	On or about 3/1/2019-6/30/2019	Step 1, 3,250
Geissel, Alan	Volunteer - Boys Lacrosse Pequannock Township High School	3/1/2019 - 6/30/2019	N/A

Motion by: Shenton	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-121-19
APPROVAL TO AMEND MEDICAL LEAVE OF ABSENCE - 2018-2019 SCHOOL YEAR (PMC-65-19)

WHEREAS the Board of Education (“Board”) previously granted Employee #4156, at the November 26, 2018 Board meeting, federal Family Medical Leave Act (“FMLA”) and New Jersey Family Leave Act for her presumptive period of disability based upon her actual date of delivery and for her child-rearing leave based upon her actual date of delivery; and

WHEREAS Employee #4156 advised the Board that her doctor extended her period of personal disability beyond the January 10, 2019 conclusion of her presumptive period of disability to January 31, 2019, necessitating an amendment of her FMLA and NJFLA leave calculations.

NOW, THEREFORE, IT IS RESOLVED that Employee #4156 be granted paid sick leave for a half-day on February 1, 2019, based on the remaining accumulated sick leave entitled to Employee #4156.

RESOLVED that Employee #4156 be granted the use of statutory child-rearing leave under the federal Family Medical Leave Act (“FMLA”) and the New Jersey Family Leave Act (“NJFLA”), to begin February 1, 2019 and extend through May 2, 2019. This leave will be granted without pay but with a continuation of medical benefits.

RESOLVED that Employee #4156 shall return to her position on Friday, May 3, 2019.

Motion by: Shenton	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-122-19
APPROVAL OF TRANSFER OF STAFF - 2018-2019 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the transfer of the following personnel in the Pequannock Township School District:

NAME	FROM	TO	EFFECTIVE DATES	SALARY
Shrestha, Amrit	.7 Aide Hillview Elementary School	.7 ABA Aide Hillview Elementary School	On or about 2/5/2019-6/30/2019	Step 2, \$13,241
Kindler, Filiz	.7 Aide Hillview Elementary School	.7 ABA Aide Hillview Elementary School	On or about 2/5/2019-6/30/2019	Step 12 \$16,121

Motion by: Shenton	Second by: Thumann	Roll Call Vote: 9-0-0
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CURRICULUM, INSTRUCTION AND SPECIAL SERVICES

Mr. Richard Prezioso, Chair

- CIS-68-19 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-69-19 Approval of Student Field Trips
- CIS-70-19 Approval of Settlement Agreement

RESOLUTION NO. CIS-68-19

APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND REIMBURSEMENT OF RELATED TRAVEL EXPENSES

WHEREAS, the attendance at stated functions was previously approved by the Superintendent of Schools, as work related and within the scope of the work responsibilities of the attendees and the school district’s professional development plan; and

WHEREAS, the attendance at the functions was approved as promoting delivery of instruction or furthering efficient operation of the school district and is deemed fiscally prudent, and

WHEREAS, the travel and related expenses particular to attendance at these functions will be in compliance with state travel payment guidelines established by the Department of Treasury and the Federal Office of Management and Budget;

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, that the Pequannock Township Board of Education approves these attendances; and

THEREFORE, BE IT FURTHER RESOLVED, that the reimbursement of the related travel expenses shall be in accordance with the above-mentioned guidelines. These are “not-to-exceed” amounts:

Date(s)	Employee/ Board Member	Conference/ Workshop Location	Registra- tion	Travel	Sub Cost	Estimated Total Expense
2/11, 3/8, 3/19, 3/25, 4/3, 4/10, 4/29/19	C. Thomas	Development of ELA Instructional Units NJ DOE Monroe Twp.	\$-0-	\$84.82	n/a	\$84.82
2/15/19	B. Silipena	NJAC Athletic Administration Robbinsville	\$135.00	\$43.27	n/a	\$178.27
2/20/19	M. Portas	NJSLA Training Whippany	\$-0-	\$6.51	n/a	\$6.51
2/20/19	M. Reiner	NJSLA Training Whippany	\$-0-	\$-0-	n/a	\$-0-
2/20/19	A.Scelso	NJSLA Training Whippany	\$-0-	\$-0-	n/a	\$-0-
3/29/19	R. Winning	WPU Career Fair Wayne	\$100.00 Team Fee	\$3.72	n/a	\$103.72
3/29/19	A.Scelso	WPU Career Fair Wayne	Team Fee	\$4.22	n/a	\$4.22
4/1 - 4/3/19	J. Lefebvre	D&I Student Training Plans Morris Plains	\$396.00	\$39.06	\$405.00	\$840.06
4/12/19	A.Escudero	Counselor Conf. Kean University	\$-0-	\$16.00	n/a	\$16.00

Online	E. Westdyk	Empowering Problem Solving	\$297.00	n/a	n/a	\$297.00
Online	K. Sullivan	Empowering Problem Solving	\$297.00	n/a	n/a	\$297.00
5/30/19	C. Smith	Realtime Rockaway	\$-0-	\$13.95	n/a	\$13.95

Motion by: Prezioso	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. CIS-69-19
APPROVAL OF STUDENT FIELD TRIPS

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

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
4/17/19	Liberty Science Center, Jersey City	C. Rodeiro J. Rentas	SJG/5/43	STEM Topics	\$29.22	\$-0-
5/6/19	MetLife Stadium East Rutherford	A. Valverde N. Lazar	PTHS/-35	Explore Professional Medical Services	\$74.00	\$202.50 Substitutes

Motion by: Prezioso	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. CIS-70-19
APPROVAL OF SETTLEMENT AGREEMENT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, hereby approves and accepts the Settlement Agreement for student #2850599.

Motion by: Prezioso	Second by: Thumann	Roll Call Vote: 9-0-0
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FINANCE, FACILITIES, AND ATHLETICS

Mr. Joseph Blumert, Chair

Mr. Blumert thanked the donors for their generosity.

- FFA-85-19 Transfer of Funds for January 2019
- FFA-86-19 Payment of Bills - January 23, 2019 to February 4, 2019
- FFA-87-19 Approval of Financial Reports/Monthly Certification for December 2018
- FFA-88-19 Monthly Reports from Schools and Programs for December 2018
- FFA-89-19 Approval to Accept Donations to the Pequannock Township School District
- FFA-90-19 Declaration of Obsolete Equipment
- FFA-91-19 Acceptance of 2017-2018 Comprehensive Annual Financial Report and Auditor's' Management Report
- FFA-92-19 Approval of Fixed Fee Professional Services Contract for PTHS Field Building and Plaza
- FFA-93-19 Approval of Submission of Waiver to Executive County Superintendent for Special Education Medicaid Initiative (SEMI) Program

RESOLUTION NO. FFA-85-19
TRANSFER OF FUNDS FOR JANUARY 2019

RESOLVED, that the Board of Education approves the transfer of funds within the 2018-2019 budget from January 1, 2019 through January 31, 2019 in accordance with the attached list, which shall become a part of the record.

Motion by: Blumert	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-86-19
PAYMENT OF BILLS – JANUARY 23, 2019 TO FEBRUARY 4, 2019

RESOLVED, that the Board of Education approves the Bills List, from January 23, 2019 to February 4, 2019, submitted by the School Business Administrator/Board Secretary, as attached:

FUND	AMOUNT
General Funds 10, 20, 40	\$1,305,867.16
Capital Projects Fund 30	\$0.00
Food Service Fund 6x	\$37,979.30

Motion by: Blumert	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-87-19
APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR DECEMBER 2018

RESOLVED, that the Board of Education approves the attached Board Secretary's and Treasurer's Monthly Financial Reports for December 2018.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of December 2018, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1; therefore be it

RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education does certify that as of December 2018, the Board Secretary's Monthly Financial Report, did not reflect an over expenditure in any Major Account or Fund, and based on the Appropriation Balances reflected on this report and on the advice of District Officials, that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Motion by: Blumert	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-88-19
MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR DECEMBER 2018

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of December 2018 for the High School Activities Account, the High School Interscholastic Athletic Account, and the Pequannock Valley School Student Activities Account; and Pomptonian Food Service.

Motion by: Blumert	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-89-19
APPROVAL TO ACCEPT DONATIONS TO THE PEQUANNOCK TOWNSHIP SCHOOL DISTRICT

RESOLVED, that the Board of Education, in accordance with Policy 7230 and upon recommendation of the Superintendent, accepts the following donations to the Pequannock Township School District.

DONATION	TO	DONATED BY
1 Indoor Golf Chipping Mat 2 Indoor Golf Putting Mats Value \$527.65	PTHS Golf Team	PTHS Golf Parents' Association
\$500.00	Hillview for Math and Science	ExxonMobil

Motion by: Blumert	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-90-19
DECLARATION OF OBSOLETE EQUIPMENT

RESOLVED, that the Board of Education authorizes the School Business Administrator/Board Secretary, to declare the following items to be obsolete and will dispose of them as deemed appropriate. (Attachment)

Motion by: Blumert	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-91-19
ACCEPTANCE OF 2017-2018 COMPREHENSIVE ANNUAL FINANCIAL REPORT AND AUDITOR'S MANAGEMENT REPORT

RESOLVED, that the Board of Education accepts the "Comprehensive Annual Financial Report" and the "Auditors' Management Report on Administrative Findings – Financial Compliance and Performance for the Fiscal Year Ended June 30, 2018," which was submitted by Nisivoccia, LLP, the district's auditors, having been presented and reviewed at the public meeting on December 10, 2018. A copy of the Audit Synopsis, which was distributed at the meeting, shall be attached to and made a part of the record of this meeting. A Corrective Action Plan is not required as no audit recommendations were included in the reports.

Motion by: Blumert	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-92-19

APPROVAL OF FIXED FEE PROFESSIONAL SERVICES CONTRACT FOR PTHS FIELD BUILDING AND PLAZA

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves a fixed fee professional services contract for new toilet rooms, upgrades to the concession stand, and a plaza adjacent to the fields at the Pequannock Township High School with Solutions Architecture, the architect of record, as per the attached.

Motion by: Blumert	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-93-19

APPROVAL OF SUBMISSION OF WAIVER TO EXECUTIVE COUNTY SUPERINTENDENT FOR SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM

RESOLVED, that the Pequannock Township Board of Education approves the Waiver of Requirements Special Education Medicaid Initiative (SEMI) Program:

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for 2019-2020, and

WHEREAS, the Pequannock Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students;

THEREFORE BE IT RESOLVED, that the Pequannock Township Board of Education hereby authorize the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2019-2020 school year.

Motion by: Blumert	Second by: Thumann	Roll Call Vote: 9-0-0
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POLICY

Ms. Megan Dempsey, Chair

P-17-19 Approval of New and Revised Board Policies and Regulations for Second Reading and Adoption

RESOLUTION NO. P-17-19

APPROVAL OF NEW AND REVISED BOARD POLICIES AND REGULATIONS FOR SECOND READING AND ADOPTION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the new and revised Board policies and regulations as listed for second reading and adoption:

MANUAL SECTION	POLICY/REGULATION(R)
<i>Students</i>	5140 - Tuition Students
	5460 - High School Graduation
<i>Property</i>	7102 & 7102R - Site Selection and Acquisition

Motion by: Dempsey	Second by: Thumann	Roll Call Vote: 9-0-0
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OPEN TO PUBLIC ANY TOPIC

Members of the public may speak once for a maximum period of five minutes by the clock during this portion of the meeting. The public may speak on any topic during their five minutes. If a member of the public raises a question, all questions should be directed to the Board President. Please state your name and sign in before you begin.

- Kathleen Jurewicz of Pompton Plains and district substitute remarked that there are issues with Insight in terms of pay rate and communication. She asked the Board for help in this matter.
- Ann Marie Finnen, PTEA President, expressed that she has heard of the concerns of the substitutes at the building level with Insight. She is excited about partnering with the Pequannock Township Education Foundation. She announced that Friends of Education is honoring five community members at their celebration next week.
- Ann Maier of Pequannock questioned why the Old Business resolution to go out for RFPs from the last meeting was not an agenda item and was not reflected in any prior committee discussion. She was concerned that this practice circumvented the agenda and the committee review process. She referred to Policy #0177 that recommends a three-year cycle before contracts for professional services are sought. She indicated that Mr. Smith made the motion and voted on this resolution when in fact, he has a conflict due to the bargaining unit's grievance against the district and his wife is an employee of the district. She inquired why the new board is not addressing declining enrollment.

Mr. Hardaker responded to Mrs. Maier's questions: Policy #0177 requires a three-year cycle; however, the board is not prohibited from going out for an RFP more often. Any board member can make a motion at any time. The board attorney should have highlighted a conflict of interest prior to the vote. The Board is within its rights to proceed with the RFP. He suggested that Mrs. Maier pose all her questions in an email to him at his Pequannock.org account.

- Tom Salerno of Pequannock requested that the public be able to view a draft of the minutes so that they can be reviewed for accuracy. He stated that he is a former board trustee and it was not noted in the minutes.
- Vincent Siracusa of Pompton Plains congratulated the new board members. He inquired if board members knew in advance that an RFP resolution was being added to the agenda and if not, he is concerned that there are transparency issues. He also inquired as to how the board intends to address declining enrollment.
- Tom Molica of Pompton Plains expressed concern regarding the China exchange program. He inquired as to who would be responsible if students or teachers were to be detained while travelling to China. He also inquired as to whom the China relationship is with, the Board or the Administration, if personnel should leave the district. He asked how the China program would solve the elementary school problem of declining enrollment.

OLD BUSINESS

- Dr. Thumann suggested that the SEPAC representative receive special education training, perhaps from the NJSBA. He would like to see this RFP review process be similar to the previous process in order to review and rank the proposals.

NEW BUSINESS

- Mr. Blumert thanked Mrs. Bechtel and Mr. Riffel for the facilities walk through. He noted that the PV Girls Basketball Team made it to the finals.
- Dr. Thumann thanked the PTEF for their presentation. He is very proud of their process and he looks forward to working with them.

CONSIDERATION OF EXECUTIVE SESSION

RESOLVED, that in accordance with Section 8 of the Open Public Meetings Act, Chapter 231, P.L., the Board has the authority to adjourn to closed session to discuss student matters. Said matters will be made public upon their disposition. No action will be taken.

Motion by: Ciresi	Second by: Blumert	Roll Call Vote: 9-0-0	Time: 7:54 pm
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The Board reconvened to public session at 8:08 pm.

ADJOURNMENT OF PUBLIC MEETING

Motion by: Ciresi	Second by: Thumann	Roll Call Vote: 9-0-0	Time: 8:08 pm
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Respectfully,



Kateryna W. Bechtel, CPA
Board Secretary

FUTURE PUBLIC BOARD MEETINGS

February 25, 2019 PTHS 7:00 pm
March 11, 2019 PTHS 7:00 pm