

PLEASANT VALLEY SCHOOL DISTRICT

Brodheadsville, PA 18322

Minutes of the September 14, 2017 Board of Education Meeting

Board Approved 9-28-17

CALL TO ORDER:

The regularly scheduled meeting of the Pleasant Valley School District Board of Education was held on September 14, 2017 and called to order by Russell Gould, President, at 8:07 PM. The Pledge of Allegiance was led by Dr. John Burrus followed by a moment of silence. Mr. Gould welcomed those present and referred to the meeting procedures that were attached to the agenda. The meeting was held in the Administrative Offices, 2233 Route 115, Brodheadsville, PA 18322.

Roll Call - School Board Recorder: Ms. Debra Duff

School Board members in attendance: Russell Gould, President, Len Peeters, Vice President, Bob Serfass, Treasurer, Delbert Zacharias, Linda Micklos, Dan Wunder, Sue Kresge, Kenneth Cocuzzo. Absent: Doug Wisser.

Administrative staff in attendance: David Piperato, Superintendent, Ken Newman, Assistant to the Superintendent, John Burrus, Director of Human Resources, Susan Famularo, Business Manager, Monica Kotzmann, Administrative Assistant to the Business Manager, Josh Krebs, Director of Support Services, Travis Serfass, Buildings and Grounds Director.

School Solicitor in attendance: Daniel Corveleyn, Esq.

Notification of Executive Session: Mr. Gould announced that an executive session was held on September 14, 2017 immediately prior to the regularly scheduled meeting for purposes of personnel matters including, but not limited to, performance and/or discipline; negotiations; and legal issues. Mr. Gould further announced that an executive session will be held immediately following this meeting.

Pleasant Valley Citizens:

Ms. Donna Yozwiak, Chestnuthill Township, spoke about a new math initiative called Hybrid Geometry. She stated that she spoke to Ms. Shavonne Liddic, Mathematics Supervisor, who provided her with a concise and thorough explanation of the program and that Ms. Liddic together with Mr. Newman will provide her with a folder of research with regard to this initiative. Ms. Yozwiak stated that she was very impressed with Ms. Liddic and wanted the Board to know that she has done a terrific job as Mathematics Supervisor.

Ms. Laura Jecker, Chestnuthill Township, asked about the status of the program provided by Dr. Riccomini. Mr. Newman stated that Dr. Riccomini is no longer here but we are still using some information and strategies during staff training. He also stated that he attended open house at PVI and the teacher was positive about the core strategies and anticipates it getting better. Mr. Newman stated that Ms. Liddic will be putting together an end-of-year report in the near future. Ms. Jecker also expressed her opinions about the MiniThon and where funds are allocated expressing her concern that money raised does not benefit our community. Ms. Jecker stated that Four Diamonds does not have to show where the funds are going or does not have to provide their research. In the interest of our students, she suggested a better option would be an organization such as St. Jude's. In addition, Ms. Jecker asked for the Board's consideration in drafting a resolution stating that when an employee retires from the district that they should not be able to use district information and/or students' data for their future endeavors.

Ms. Francesca Zielkowski, Chestnuthill Township, questioned the length of time that is on the agenda for the meeting. She also expressed her opinion about teachers and/or substitute teachers working only for monetary reasons.

Mr. Colin Rehrig, Mahoning, stated that his grandsons attend Pleasant Valley and questioned why this school district charges senior citizens to attend athletic events. Mr. Krebs will check with the Athletic Department and suggested that Mr. Rehrig get in touch with him. Mr. Rehrig respectfully requests that Pleasant Valley not charge senior citizens to attend athletic events whether you are a resident or not.

SECRETARY'S REPORT: Ms. Susan Famularo, Board Secretary

Mr. Wunder motioned, seconded by Mr. Serfass to approve the minutes of the Board of Education meeting held on August 24, 2017.

CARRIED

TREASURER’S REPORT: Mr. Bob Serfass

Mr. Peeters motioned, seconded by Ms. Micklos to approve agenda item #3 as was attached, as follows:

Approval of #3.a. Accounts Payable – 8-1-17 to 8-31-17 (Manual Checks)

Approval of #3.b. Accounts Payable – 9-1-17 to 9-14-17

Approval of #3.c. Trial Balance/Financial Statement 8-31-17

Approval of #3.d. Asset Cost Summary – 8-31-17

Approval of #3.e. Condensed Board Summary/Expenditures-Revenues 8-31-17

ROLL CALL: 8-0 CARRIED

Abstained on #3.b. Check Nos. 00218731 and

00218741: Ms. Kresge 7-0-1 CARRIED

(Abstention Forms attached)

The Accounts Payable (#3.f.) approved at the August 24, 2017 Board meeting was provided and attached to the agenda for informational purposes.

OLD BUSINESS

Solicitor: Dan Corveleyn, Esq. – No report.

NEW BUSINESS

Monroe Career & Technical Institute: Ms. Linda Micklos –

Ms. Micklos reported on the meeting held on Monday, September 11, 2017:

- The Comprehensive Plan from July 2018 to June 2021 was approved and will be submitted to the PA Department of Education.
- MCTI has been selected (only five schools being selected statewide) to participate in the Technical Assistance Program (TAP) by PDE for the 2017-2018 school year.
- The Pre NOCTI tests will be administered from September 25th to October 20th with 212 seniors being eligible to take the test.
- The year-end report from Penn College was received. Sixty-seven students participated in the NOW program earning a total of 210 post-secondary credits which equates to a savings of \$112,560 for our students.
- The Fall Flyer of Adult Education has been mailed to all Monroe County residents.
- The auditors will conduct their annual review at MCTI the week of October 9th.
- D’Huy Engineering provided an update for MCTI’s Capital Improvement Plan projects. The construction under the plan phased out over three years will total \$7.3 million. Discussion on projects, costs, and budget will continue at the grounds meeting to be held in October.
- On Friday, September 22nd the Deputy Secretary of the PA Department of Labor and Industry, Eileen Cipriani, will visit and tour MCTI.

Ms. Micklos stated that the next monthly meeting will be held on Monday, October 2nd.

Colonial IU#20: Mr. Daniel Wunder – No report.

PSBA Legislative Liaison Report: Ms. Susan Kresge –

Ms. Kresge reported from the PSBA Legislative Report stating that the House of Representatives narrowly passed its own version of a plan to fund the \$2.2 billion deficit in the \$32 billion spending plan approved by the General Assembly in July. The plan under House Bill 453 is different from the plan passed by the Senate and its future in the Senate is uncertain and reportedly does not have the support of Governor Wolf. Negotiations are expected to continue to find a compromise. Ms. Kresge also stated that House Bill 453 passed with a vote of 103-91 and included 121 Republican members in favor and all 76 Democrats as well as 15 Republicans opposed.

SUPERINTENDENT-REPORT/REQUESTS: Mr. David Piperato

Agenda item #6.a. – Enrollment – The enrollment report as of September 2017 was attached to the agenda.

Approval of Agenda item #6.b. - The following policy:

- Policy No. 246 Student Wellness

ROLL CALL: 8-0 CARRIED

Agenda item #6.c. – Other: Mr. Piperato announced that The Heritage Center of the Western Pocono Community Library is holding a History Expo III 2017 at the Western Pocono Community Library on Saturday, October 14, 2017 from 10:30 a.m. to 3:00 p.m.

HUMAN RESOURCES: Dr. John T. Burrus

Mr. Peeters motioned, seconded by Mr. Wunder to approve agenda item #7 as follows:

Approval of Agenda item #7.a. – Hiring of Personnel Regular appointment (pending receipt of all required paperwork):

	Name	Position	Salary	Location	Start Date
1.	Holly Wilds	Bookkeeper	\$31,265, prorated	Admin	September 18, 2017
2.	Lacey Haldeman	LTS 1st Grade	\$42,300, prorated	PVE	Retroactive August 22, 2017 - January 17, 2018
3.	Christina Heckelmann	LTS Reading	\$42,300, prorated	PVE	Retroactive August 22, 2017 - November 2, 2017
4.	Raven Esposito	Part-Time Para-Professional	\$11,270.50, prorated	PVE	September 18, 2017
5.	Alison Fennell	Part-Time Para-Professional	\$11,270.50, prorated	PVE	September 18, 2017
6.	Marie McGinley	Part-Time Para-Professional	\$11,270.50, prorated	PVI	September 18, 2017
7.	Douglas Lockard	Casual Security Officer	\$13.74 per hour	District	September 18, 2017
8.	Laura Depompo	Part-Time Monitor	\$9.89 per hour	PVMS	September 18, 2017
9.	Debra-Ann Bielawski	Reading Specialist	\$51,600, prorated	PVI	October 9, 2017
10.	Denise Hopely	LTS German 64% / Intensive Classroom Environment 36%	\$42,300, prorated	PVHS	Retroactive August 22, 2017 - December 22, 2017
11.	Kristen McCree	Full-Time Para-Professional	\$22,541, prorated	PVHS	October 16, 2017
12.	Jessica Borger	Part-Time Monitor	\$9.89 per hour	PVMS	September 18, 2017
13.	Evelyn Garced	Part-Time Monitor	\$9.89 per hour	PVMS	September 18, 2017

Approval of Agenda item #7.b. – The following leaves of absence: (employees are responsible for benefit payments):

	Name	Position	Building	Leave	Days	Dates
1.	Barbara Kuntzman	Custodian	PVMS	Intermittent Family & Medical Leave	Two and one-half (2.5) (Summer Hours)	June 27, 2017 and June 28, 2017
2.	Jasmeen Koehler	Full-time Para-Professional	PVE	Family & Medical Leave	Sixteen (16)	August 22, 2017 - September 15, 2017
3.	Brigitte Endrulat	Part-time Para-Professional	PVMS	Leave Without Pay	One hundred Two (102)	August 22, 2017 - January 17, 2018
4.	Augie Kresge	Building Secretary	PVHS	Family & Medical Leave	One (1)	September 5, 2017

5.	Augie Kresge	Building Secretary	PVHS	Family & Medical Leave	Ten (10) - Half (.50) Days	September 6, 2017 - September 19, 2017
6.	Todd Kresge	Maintenance		Family & Medical Leave	Eleven (11)	September 5, 2017 - September 19, 2017
7.	Jasmeen Koehler	Full-Time Para-Professional	PVE	Family & Medical Leave	Five (5) - Half (.50) Days	September 18, 2017 - September 22, 2017
8.	Cindy DePue	Monitor	PVHS	Leave Without Pay	Eighteen (18)	September 5, 2017 - September 29, 2017

Approval of Agenda item #7.c. – Resignations:

	Name	Position	Building	Effective Date	Additional Notes
1.	Barbara Bard	Part-time Monitor	PVHS	August 15, 2017	Barbara wishes to remain on the sub list.
2.	Krystal Nemeroff	Certified School Nurse	PVI	September 19, 2017	Krystal wishes to remain on the sub list.
3.	Kathleen Aurora	Registration Secretary	Admin	September 5, 2017	Kathleen wishes to remain on the sub list.
4.	Viviana Castillo	Part-time Monitor	PVMS	August 18, 2017	Viviana wishes to remain on the sub list.
5.	Carrie Rush	Part-time Monitor	PVMS	September 22, 2017	
6.	Celeste Harris	Substitute Monitor & Food Services		September 8, 2017	
7.	Kevin Horvath	Special Education Teacher	PVMS	September 13, 2017	

Approval of Agenda item #7.d. – Administrative Stipend: Roger Pomposello - \$3,000.00 stipend for the extra responsibilities associated with the duties of a co-principal at Pleasant Valley Elementary School. This one time stipend will not become part of Mr. Pomposello's base salary.

Approval of Agenda item #7.e. – Extensions/Additions/Changes to Current Employee Assignments:

	Name	Position	From	To	Salary	Start Date	Replacement For
1.	Karina Martin	Substitute Para-Professional Associate	-	-	Per Board Policy	September 18, 2017	-
2.	Janetta Beckles	Substitute Para-Professional Associate	-	-	Per Board Policy	Retroactive September 5, 2017	-
3.	Tara Hyland	Para-Professional Associate	PVE, Part-Time	PVE, Full Time	\$22,541, prorated	September 18, 2017	
4.	Mary Ellen Perloni	Para-Professional Associate	PVI, Part-Time	PVI, Full Time	Step 2, \$24,753, prorated	September 18, 2017	
5.	Amy Stone	Part-Time, Food Service	PVE, 3.00 hrs.	PVE, 3.25 hrs.			Katarzyna Oleksa
6.	Patricia Klinges	Substitute Para-Professional Associate	-	-	Per Board Policy	September 18, 2017	-

Approval of Agenda item #7.f. – Memorandum of Understanding: Time applied toward Sabbatical or Professional Development Leave between Pleasant Valley School District and Pleasant Valley Education Association.

Approval of Agenda item #7.g. – The following Sabbaticals:

1. Amy Hafferty, Music Teacher – Pleasant Valley Elementary School: First Semester 2017-2018 school year.
2. Falona Walker, English Teacher – Pleasant Valley High School: First and Second Semesters 2017-2018 school year.

ROLL CALL: 8-0 CARRIED

CURRICULUM/STAFF DEVELOPMENT: Mr. Kenneth Newman

Agenda item #8.a. – Ms. Liddic, Mathematics Supervisor, provided a math update which was attached to the agenda.

Mr. Newman stated that the PVI open houses were very well attended and all involved did a great job.

SUPPORT SERVICES: Mr. Joshua Krebs

Ms. Kresge motioned, seconded by Mr. Serfass to approve Agenda Item #9 as follows:

Approval of Agenda item #9.a. – 2017-2018 Field Trip Requests:

- A. Organization: GAPP
Teacher(s) Involved: Miranda Ford
Destination: Philadelphia, PA
Purpose: To introduce Germans and Americans to historic Philadelphia and offer the group cultural and bonding experience.
Date(s): September 27, 2017
District Buses Needed: None
Cost Per Student: \$50
Cost for District: N/A
- B. Organization: GAPP
Teacher(s) Involved: Miranda Ford
Destination: Kaiserslautern, Germany
Purpose: This serves as the authentic real-life experience. Students will be exposed daily to aspects of reading/immerse/writing/speaking the German language/culture.
Date(s): June 16, 2018, returning July 2, 2018
District Buses Needed: No
Cost Per Student: \$1500-\$2000
Cost for District: N/A
- C. Organization: PVHS MiniThon
Teacher(s) Involved: Elizabeth Gesualdi
Destination: PennState Children's Hospital
Purpose: Students will meet patients and staff that directly benefit from MiniThon.
Date(s): September 27, 2017
District Buses Needed: Yes (van)
Cost Per Student:
Cost for District: N/A

Approval of Agenda item #9.b. – 2017-2018 Event Manager Position Resignation: Dan Beck as Event Manager

Approval of Agenda item #9.c. – 2017-2018 Winter Coaching Positions

- A. Boys Basketball:
Resign Greg Duff from JV
Asst. Varsity: Greg Duff
JV Asst.: Chris Pachuta
- B. Girls Basketball:
JV Asst: Chris Jarrow
- C. Wrestling:
Asst. Varsity: Chris Merwine
Jr. High Asst: Jeff Merwine

Approval of Agenda item #9.d. – 2017-2018 Supplemental/Co-Curricular Positions

A. Co – Curricular Advisors:

- Accompanist: Lois Mann
- Show Choir: Lois Mann
- Guitar Club (HS): Lois Mann
- Leo Club: Elizabeth Gesualdi
- Science Club: Andy Witinski/Shannon Mackes (split stipend)
- Science Olympiad: Andy Witinski/Shannon Mackes (split stipend)

Approval of Agenda item #9.e. – 2017-2018 Long Term Substantial Volunteers – PVE: Kristen Caprioli

Approval of Agenda item #9.f. – 2017-2018 Facility Use Requests:

- A. Organization West End Little League
Facility PVHS Old Gymnasium
Requested
Purpose Indoor Baseball/Softball Workouts
Sunday's
Dates/Times 2pm-6pm
11/5/17 – 3/11/18
Requestor Missy Ryals
Attendance 35
Tuition N/A
Fee by District Class 3- All Appropriate Fees Apply
- B. Organization PV Gotta Cheer Competition
Facility PVHS Old/New Gymnasium, Lobby, Concession Stand, Ticket Booth
Requested
Purpose Cheerleading Competition
Dates/Times Saturday – 2/3/18 - Set-up from (5pm - 10pm)
Sunday – 2/4/18 – Competition from (7am – 10pm)
Requestor Erin Hnat
Attendance 200
Tuition N/A
Fee by District Class 3- All Appropriate Fees Apply
- C. Organization Levels Dance Studio Recital
Facility PVHS New Auditorium, lobby, concession stand, ticket booth
Requested
Purpose Dance Recital
Friday and Saturday
Dates/Times May 18-19, 2018
4pm-10pm
Requestor Alyssa Noll
Attendance 400
Tuition N/A
Fee by District Class 3- All Appropriate Fees Apply
- D. Organization Pleasant Valley Assembly of God
Facility PVHS New Auditorium, Lobby, Concession, Ticket Booth
Requested
Purpose Girlfriends Conference
Friday and Saturday
Dates/Times May 25-26, 2018
1pm-9pm
Requestor Olga Schillinger
Attendance 1000
Tuition N/A
Fee by District Class 3- All Appropriate Fees Apply

E. Organization	PVYA Karate
Facility	PVI Cafeteria
Requested	
Purpose	Karate Lessons
	Monday's and Thursday's
Dates/Times	6:45pm-8:30pm
	9/14/17 – 6/4/18
Requestor	Joe Trovato
Attendance	35
Tuition	N/A
Fee by District	Class 3- All Appropriate Fees Apply

Approval of Agenda item #9.g. – 2017-2018 Intramural Advisors

A. PVHS Boys Lacrosse August 15, 2017 to March 2, 2018 Tues, Wed, Thurs
 Applicant: Vincent Arezzi Co-Applicants: Rick Anglemyer, Eric Batstone

B. Afterschool Adult ESOL Class August 15, 2017 to June 8, 2017
 Applicant: Darcy Caruso Co-Applicants: Nicole Anderton, Jen Krebs, Paulette Percey, Katie Jarrow, Melissa O'Keefe, Lynn Gibbons, Gina Orlowski

ROLL CALL: 8-0 CARRIED

Agenda item #9.h. – Informational: District Event – September 15, 2017 through September 28, 2017 was provided.

Agenda item #9.i. – Informational: The cafeteria participation report was provided.

Mr. Krebs took this opportunity to share the excellent news that the closing on the warehouse at 660 Interchange Road has taken place. He stated that it went well and the funds have been received.

BUSINESS MANAGEMENT: Ms. Susan Famularo

Mr. Serfass motioned, seconded by Mr. Peeters to approve Agenda item #10 as follows:

Approval of Agenda item #10.a. – Cafeteria Fund as was attached:

- A. Cafeteria Accounts Payable for September 14, 2017 – Total amount: \$20,460.64
- B. Asset Cost Summary August 2017

Approval of Agenda item #10.b. – The following contracts:

- A. Rosetta Stone. Cost: \$10,800.00 per year. 80 site licenses for 2017-2018 school year.
- B. LuLaRoe. LuLaRoe Clothing Sale. Fundraiser for Pleasant Valley Senior Class 2018 held August 22, 2017.
- C. Spirit Cups Fundraising. Cups and Travel Mugs for sale. Fundraiser for Pleasant Valley Senior Class 2018. Sale to begin September 2017 through October 2017.
- D. Tyco Simplex Grinnell. Cost: \$1,097.74. Duct Detector Replacement proposal at the Pleasant Valley High School.
- E. Bethany M. Lengel, Certified Registered Nurse Practitioner. Cost: Ten dollars and fifty cents (\$10.50) for each ACCESS Service Description slip. This is required for Medical ACCESS Reimbursement.
- F. Thyssenkrupp Elevator Corporation. Cost: \$2,925.00. Repair to elevator at JCM to remain functional.
- G. Snack Shack. Fundraiser for Mini-THON 7/8. Snacks to be sold after school to athletic clubs. Start date August 28, 2017 through June 1, 2018.
- H. Flea Market. Fundraiser for Mini-THON 7/8. Tables for rent for items for flea market on September 23, 2017.
- I. Moritz Embroidery Works, Inc. Fundraiser for Mini-THON 4-6. Sale of dress code Pleasant Valley School District clothing. Sale August 20, 2017 through September 20, 2017.
- J. ARM Group, Inc. Cost: \$6,132.00. Air Quality Testing Proposal for the Pleasant Valley School District.
- K. Trane. Cost: \$16,455.00. Replacement of Chilled Water Pump VFD at Pleasant Valley Intermediate School.
- L. Schneider Electric. Cost: \$25,750.00 (with an annual escalation as per Consumer Price Index). Support and Services Agreement effective July 1, 2017-June 30, 2018.
- M. Big Cheese Pizza. Fundraiser for Key Club for Pleasant Valley High School. Selling pizza/water when hall decorating after school on October 19, 2017.
- N. Kunkletown General Store. Fundraiser for Class of 2019. Flowers for sale at graduation June 8, 2018.

- O. Stall Day. Fundraiser for 4th - 6th grade Student Activities at Pleasant Valley Elementary School. Students and staff bring change to be counted on October 27, 2017.
- P. Yankee Candle. Fundraiser for Class of 2019. Catalog items to be sold from November 1, 2017 through November 17, 2017.
- Q. Four Diamonds Mini-THON. Trunk or Treat at Pleasant Valley Elementary School on October 27, 2017. Food items to be sold.
- R. Four Diamonds Mini-THON. Tree Lighting at Pleasant Valley Elementary School on December 4, 2017. Food items to be sold.
- S. Cherrydale Fundraising. Fundraiser for 4th - 6th grade Student Activities at Pleasant Valley Intermediate School from September 2017 through June 2018. Magnets to be sold.
- T. Cherrydale Fundraising. Fundraiser for 4th - 6th grade Student Activities at Pleasant Valley Intermediate School from September 27, 2017 through November 8, 2017. Otis Spunkmeyer items to be sold.
- U. Music Theatre International. Cost: \$2,825.00. License, royalty, rental, security fees and additional materials for the performance of "GODSPELL" at the Pleasant Valley High School.

Approval of Agenda item #10.c. – Mary Ellen De Franco, MD; Cost: \$225/per hour to provide required medical review of Individualized Educational Programs (IEP) for students who are eligible for the School-Based ACCESS Program.

Approval of Agenda item #10.d. – Change Order: P. B. Weiss Construction Company, Inc. Change Order #2 - Increase by \$2,000.00 for Pleasant Valley High School Locker Room Modifications.

Prior to the roll call vote, Mr. Peeters spoke about fundraisers. He stated that he would like to see fundraisers that benefit our community and would like the Board to look into this matter and that more research be done.

ROLL CALL: 8-0 CARRIED

Agenda item #10.e. – Informational: Student Activity Accounts as provided:

Beginning Balance, August 1, 2017: \$240,064.42
 Add Receipts: \$860.00
 Expenditures: \$3,069.17
 Ending Balance, August 31, 2017: \$237,855.25

SOLICITOR: Dan Corveleyn, Esq. – No report.

PLEASANT VALLEY SCHOOL DIRECTORS:

Mr. Peeters expressed his thoughts regarding substitute pay. He stated Pocono Mountain is at a \$120 substitute rate. He suggested looking at this issue relating to prep time, the use of permanent substitutes in buildings, and hiring of substitutes when positions become available.

Mr. Gould questioned if a high school student government representative has been chosen. Mr. Piperato has spoken to Mr. Triolo regarding this matter. Mr. Gould also stated that he received a call regarding handicapped parking at a recent football game wherein a person was told there were none. Mr. Krebs stated that there is ample handicapped parking and he will look into the matter. Mr. Gould also provided Mr. Piperato with a Tupperware fundraiser request that he received.

Mr. Cocuzzo informed all that the PV Class of 2019 Key Club and SADD are collecting donations for the victims of hurricane Harvey and many people are donating and contributing for the cause.

PLEASANT VALLEY CITIZENS:

Ms. Laura Jecker, Chestnuthill Township, stated that the Class of 2019 fundraiser has a change in location and she was informed that it has been corrected.

Ms. Francesca Zielkowski, Chestnuthill Township, followed up on her comments regarding substitutes and substitute pay rate. She shared her experiences as a substitute. Discussion was held between Mr. Peeters and Ms. Zielkowski. Mr. Peeters made the point that we must stay competitive. Ms. Zielkowski stated that she has set up a meeting with the appropriate administrator.

Mr. John Gesiskie, Chestnuthill Township, stated that Mr. Piperato is doing a great job as superintendent. He stated that he has had many positive comments from his Association members.

ADJOURNMENT

There being no further business to come before the Board, Mr. Peeters motioned, seconded by Mr. Cocuzzo to adjourn the meeting at 8:44 PM.

CARRIED

Respectfully submitted,

Susan Famularo, Board Secretary

Debra L. Duff, Board Recorder

Next regularly scheduled Board of Education meeting: September 28, 2017 @ 8:00 PM