Clinton-Glen Gardner Board of Education BUSINESS SESSION MINUTES

December 22, 2021 CPS All purpose room 7:00pm

The Clinton-Glen Gardner School District is a community who values traditions. Our MISSION is to nurture and cultivate each child to be a compassionate, curious, and creative thinker, entrusted and empowered to build and lead the future.

Adopted 3/2016

Opening Statement:

Brendan McIsaac called the meeting together at 7:02 pm by announcing this meeting is held in compliance with the New Jersey Open Public Meetings Law. The Clinton-Glen Gardner Board of Education has given the public adequate notice by having the date, time, and place of the meeting published in the Hunterdon County Democrat and Hunterdon Review, and by having duly posted the same information in the Board Office, the school bulletin board, the faculty room and the Town Hall.

ROLL CALL: Present:

Mr. Brendan McIsaac, Mr. Craig Sowell, Mrs. Lorraine Linfante,

Mrs. Meghan Moore, Mr. Carl Sabatino

Also Present:

Dr. Seth Cohen, Superintendent/Principal

Mrs. Bernadette Wang, Business Administrator/Board Secretary

- 4. Monthly School Data:
 - A. Enrollment Data Report (Attachment #1)
 - **B.** Student Suspensions:
 - 1. In-School Suspensions: 1
 - 2. Out-of-School Suspensions: 0
 - C. School Nurse's Report (Attachment #2)
 - D. Violence and Vandalism (EVVRS Data), HIB 1 investigation 1 confirmed
 - E. Fire Drill and Bus Evacuation Drill Report (Attachment #3)

RESOLUTION 2021-2022: 41

ACCEPT SCHOOL DATA REPORTS

Mr. Sabatino moved, seconded by Mrs. Linfante, and passed unanimously by a roll call vote, 5-0 to accept the aforementioned monthly school data report, items 4A-E

- 5. Superintendent/Principal's Report
 - A. Student Representative Report NONE
 - B. Clinton Education Association Report NONE
 - C. Assistant Principal- Curriculum Coordinator Report
 Mrs. Turner presented Fall 2021 Start Strong Assessment Report

D. Special Services Report

Dr. Kastner presented 2020-21 HIB Grade Self-Assessments Presentation

RESOLUTION 2021-2022: 42

APPROVE SCHOOL SELF ASSESSMENT

Mr. Sabatino moved, seconded by Mrs. Linfante, and passed unanimously by a roll call vote, 5-0, to approve School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2020-2021 school year. (Attachment #4)

Dr. Kastner presented 2021-2024 ELL 3 Year Plan

RESOLUTION 2021-2022: 43

APPROVE ELS 3 YEAR PLAN 2021-2024

Mr. Sabatino moved, seconded by Mrs. Linfante, and passed unanimously by a roll call vote, 5-0, To approve English Language Services 3 Year Plan for the 2021-2024 period (Attachment #5)

6. Public Comment NONE

7. Personnel

RESOLUTION 2021-2022: 44

APPROVE PERSONNEL ITEMS B-F

Mrs Linfante moved, seconded by Mr. Sabatino, and passed unanimously by a roll call vote, 5-0, with Mr. McIsaac abstaining on item E, to approve motions for **PERSONNEL ITEMS B-F**:

A. Staff approvals - NONE

B. Co-Curricular 2021-2022

Motion: To approve the following staff member for the listed positions for the 2021-2022 school year: PASSED UNDER RESOLUTION 2021-2022: 44

Activity	Staff Member	Rate	
Spring Musical Asst Director #3	Lisa Rizzi and Kelly DeJesus	Split \$1394, \$697 each	
Aim High Session 2	Debra Nolan	\$1067.00	
Aim High Session 2	Katherine Metelitsa	\$1067.00	
Aim High Session 2	Denise Grimm	\$1067.00	

C. Lead Night Custodian

Motion: To approve Nicholas Buniva as Lead Night Custodian with an additional stipend to be paid in the amount of \$2500. annually (to be prorated with an effective start date of 1/3/2022 for the 21/22 school year.) PASSED UNDER RESOLUTION 2021-2022: 44

D. On Call PT custodian

Motion: To approve the following staff member and rates for the listed position for the 2021-2022 custodian roster: **PASSED UNDER RESOLUTION 2021-2022:** 44

Position	Name	Rate/Salary
On call part time custodian	Heather Trepiccione	\$16.91

E. Aftercare

Motion: To approve the following staff members for 2021-2022 Before & Aftercare program **PASSED UNDER RESOLUTION 2021-2022:** 44

Position	Name	Rate/Salary		
Aftercare Junior assistant	Connor McIsaac	\$12.00		
Aftercare Junior assistant	Sydney O'Donnel	\$12.00		
Aftercare	Laurie Riebe	\$17.25		

F. Clinical Placement Request

Motion: To approve Lilly Santos & Olivia Williams for Clinical Placement in the Art Classrooms with the details listed below PASSED UNDER RESOLUTION 2021-2022: 44

Days/times: 88-hour minimum

Informal Visit (one full day of observation): February 9th, 10th, 16th, or 17th Formal Visits (teach for 3 full weeks): Feb 22nd-March 11th, M-F 7:30am-3:45pm

8. Curriculum, Instruction, Assessment, & Technology

A. Professional Development

RESOLUTION 2021-2022: 45 APPROVE PROFESSIONAL DEVELOPMENT

Mr. Sabatino moved, seconded by Mrs. Linfante, and passed unanimously by a roll call vote, 5-0, to approve the following requests for professional development and travel related mileage in accordance with NJAC 18A: 11-12:

Program Name	Date	# Employees	Event Cost	Substitut e Pay	Total Cost
NJAHPERD Annual Conference: Health Moves Minds	2/14/22	Michelle Gallagher	\$149	\$115	\$264 + mileage

NJAHPERD Annual	2/15/22	Tim Bidwell	\$149	\$115	\$264 + mileage
Conference: Health					
Moves Minds					
American	ongoing	Nicole Vazquez	\$144	\$0	\$288
Speech-Language	(virtual	Amanda	each		
Hearing Association	courses)	Thomas			
13-24					
Practical Functional	ongoing	Carolyn Schorr	\$300	\$0	\$300
Assessment & Skill	(virtual	**			
Based Treatment	courses)				
NJASBO Training	1/20/22	Bernadette	\$100	\$0	\$100
		Wang			

B. Field Trips NONE

9. Policy and Regulations

RESOLUTION 2021-2022: 46

APPROVE POLICIES

Mrs Linfante moved, seconded by Mr. Sabatino, and passed unanimously by a roll call vote, 5-0, to approve the listed first readings and Adopt or Repeal the Policies and Bylaws with Second Readings (summaries attached):

Policy #	Title	Action	Att. #
P 1648.13	School Employee Vaccination Requirements (M) (New) On August 23, 2021, Governor Murphy signed Executive Order 253 requiring all public school districts, charter schools, parochial schools, and private school employees to be fully vaccinated or submit to COVID-19 testing at a minimum of one or two times per week. Executive Order 253 shall be effective October 18, 2021. Strauss Esmay has developed Policy Guide 1648.13 to address the vaccination and testing requirements of Executive Order 253. School districts were recently surveyed regarding their preference for their employees to be tested by a State's contractor or to be reimbursed by the State for the expense of testing of district employees provided by other means.	2nd Reading	6a
	Policy Guide 1648.13 satisfies the vaccination and testing policy requirement in Executive Order 253. However, Policy Guide 1648.13 must be supplemented by protocols to be developed by the school district that should be included in Appendix A of Policy Guide 1648.11 – The Road Forward Covid-19 – Health and Safety that was provided to		

school districts in Policy Alert 224 in August 2021. These protocols should include, but not be limited to, the vaccination verification process, testing intervals, the testing confirmation process, and other protocols the district needs to include in Appendix A of Policy Guide 1648.11. The Policy Guide 1648.11 Appendices can be found on the Strauss Esmay's website under the Policy Alerts tab – "Download Alert" section.

The State may provide additional guidance on the vaccination and testing requirements of Executive Order 253 and Strauss Esmay will revise Policy Guide 1648.13 if needed. Our office did not want to wait for any additional guidance to provide Policy Guide 1648.13 to districts to begin the planning process for an October 18, 2021 implementation date. This is the same Policy Guide that has been available for download on our website since August 30, 2021.

A school district is required to comply with the provisions of Executive Order 253 and based on the importance of this issue during this pandemic, Policy Guide 1648.13 is mandated.

Policy Guide 1648.13 is MANDATED

P1648.1

Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (New)

New Jersey's Public Employees Occupational Safety and Health (PEOSH) adopted Emergency Temporary Standard (ETS) issued by the Federal Occupational Safety and Health Administration (OSHA) aimed at protecting workers facing the highest COVID-19 hazards – those working in healthcare settings where suspected or confirmed COVID-19 patients are treated. The ETS are not written with any consideration to schools as nowhere in the ETS does it mention schools or school nurses' offices. However, school districts have been informed by the New Jersey Department of Labor and Department of Education that the ETS applies to healthcare settings in schools, specifically a school nurse's office and any adjoining clinical areas in a school district building.

The ETS requirements included in 29 CFR §1910.502 Subpart U are very detailed and will require a school district to establish unique protocols to protect healthcare workers that work in healthcare settings in schools.

2nd Reading

6b

2nd

Reading

6c

Policy Guide 1648.14 has been developed to be in compliance with the ETS. Like most of the COVID-19 related Policy Guides this past year, Policy Guide 1648.14 requires appendices where a school district will include their locally developed protocols for healthcare settings and employees working in a healthcare setting in a school. These appendices are noted within the content of Policy Guide 1648.14 and there is an appendix page for each appendix attached to Policy Guide 1648.14 that provides a description of the information the district must include in the appendix. The Superintendent is required to appoint a COVID-19 Safety Coordinator who will have responsibilities outlined in the ETS and Policy Guide 1648.14.

Strauss Esmay developed Policy Guide 1648.14 in accordance with the provisions of 29 CFR §1910.502 Subpart U and OSHA's Model Policy. Policy Guide 1648.14 includes Federal regulatory language relevant to school districts. Strauss Esmay also included language from the OSHA Model Policy in each appendix that is attached to Policy Guide 1648.14 to provide districts guidance for developing their local protocols. Strauss Esmay recommends school districts use information from their locally developed protocols included in their appendices developed for the Restart and Recovery Plan (Summer 2020) and 1648.11 (Summer 2021) to assist in developing appendices for Policy Guide 1648.14 as many of the protocols for Policy Guide 1648.14 have been previously developed by a school district to address the New Jersey Department of Education's mandates and recommendations for the safe operation of the school district during the pandemic.

The provisions of these ETS are required for all school districts that have a healthcare setting – school nurses' office. Therefore, Policy Guide 1648.14 is mandated.

Policy Guide 1648.14 is MANDATED

P2425 Emergency Virtual or Remote Instruction Program (M) (New)

P.L. 2020, c. 57 was approved on July 2, 2020 and codified under the already existing statute section, N.J.S.A. 18A:7F-9. The revised statute permits a school district to implement a Commissioner-approved program of virtual or remote instruction in the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. These days of virtual or remote instruction will count toward the

180-day requirement. Strauss Esmay developed Policy Guide 2425 to address the new provisions of the statute. Policy Guide 2425 includes the statutory language stating the Commissioner shall allow a district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of a program of virtual or remote instruction provided to students on the day or days a school or schools of the district are closed. The program of virtual or remote instruction shall meet such criteria that may be established by the Commissioner of Education, is approved by the Board of Education, and is approved by the Commissioner of Education. A school district is required to submit their program of virtual or remote learning instruction to the New Jersey Department of Education (NJDOE) by October 29, 2021 for approval. Strauss Esmay recommends a school district submit a program of virtual or remote instruction to the NJDOE for approval in the event the school district needs to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. Policy Guide 2425 also addresses payment of compensation, benefits, and emoluments to district employees, contracted service providers, educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity during a school or school district closing as outlined in N.J.S.A. 18A:7F-9e.(1) through (4). Policy Guide 2425 is mandated for a school district that wants the option of implementing a virtual or remote program of instruction and having such a program count toward the 180-day requirement in accordance with the new provisions of N.J.S.A. 18A:7F-9. This is the same Policy Guide that has been available for download on our website since September 29, 2021. Policy Guide 2425 is MANDATED Sexual Harassment of Students (M) (Revised) P 5751 2nd 6d R 5751 Sexual Harassment of Students (M) (Revised) Reading The United States Department of Education (USDOE) recently published a Final Rule amending the Federal Title IX regulations

regarding sexual harassment of students by school employees, other students, or third parties. These new Federal regulations revise the definition of sexual harassment and include a detailed procedure on how public school districts must respond to allegations of sexual harassment. The Final Rule defines sexual harassment; requires the school district to designate a Title IX Coordinator; outlines notice requirements; and establishes reporting, investigation, hearing, and appeal process requirements. It is apparent there was little consideration given to the operations of a public elementary and secondary school district when these Federal regulations were developed as there is no reference to minor students; parents of minor students; Superintendent of Schools; a Board of Education; State laws; or other matters typically relevant in an elementary or secondary public school. These new regulations will be procedurally difficult; legally complex; labor intensive; and time-consuming to implement.

In addition, these new Federal regulations do not align with provisions of the New Jersey Anti-Bullying Bill of Rights Act (ABR) and do not relieve a school district from investigating allegations of sexual harassment under the Federal law even if there is a similar State law such as the ABR or New Jersey's Law Against Discrimination.

The USDOE – Office of Civil Rights recently released a fifty-six page document – Questions and Answers (Q & A) on the Title IX Regulations on Sexual Harassment (July 2021) to describe the Federal Office of Civil Rights (OCR) interpretation of a school district's responsibility under Title IX related to sexual harassment. This Q & A provides some model policy language that could be used in a public elementary or secondary school district policy and procedure and addresses important questions that are helpful in developing updated Policy and Regulation Guides 5751. In summary, these Federal regulations require:

- 1. Designation of a "Title IX Coordinator" to coordinate the school district's efforts to comply with its responsibilities under the Federal regulations;
- 2. An "investigator," who may be the Title IX Coordinator, to investigate alleged sexual harassment of a student;
- 3. A "decision-maker," who may not be the Title IX Coordinator or investigator, to objectively evaluate the evidence and reach a conclusion about whether the

respondent is responsible for the alleged sexual harassment; and

4. An "appeal officer," who may not be the same person as the Title IX Coordinator, investigator, or decision-maker, to hear any appeals from the parties.

The new Federal regulations also include a complex grievance process that will require, at a minimum, consultation with the Board Attorney to ensure the process is being completed in accordance with the Federal regulations. In addition, the new Federal regulations do not address how the requirements of these regulations shall be implemented when a State has a similar statute, such as the ABR. Therefore, the revised Policy and Regulation Guides 5751 require all sexual harassment reports also be investigated in accordance with the requirements of the ABR and Policy Guide 5512.

Policy and Regulation Guides 5751 have been re-written and school districts should replace their existing Policy and Regulation Guides 5751 with these updated versions. Policy and Regulation Guides 5751 are mandated and both should be adopted by the Board.

Policy Guide 5751 is MANDATED Regulation Guide 5751 is MANDATED

10. Facility and Building Use NONE

11. General Information: Business Administrator's Report RESOLUTION 2021-2022: 47 APPROVE BUSINESS ADMINISTRATOR ITEMS A, B, D Mr. Sabatino moved, seconded by Mrs. Linfante, and passed unanimously by a roll call vote, 5-0, to approve the following items A, B, D:

A. Security Grant Application

Motion: Due to the lapse of time from the original submission of the application almost a year ago, the State is asking the district to re-approve the submission of the Security Grant application and the availability of local funds in case the total estimated costs of the proposed work exceed the School District's grant allowance in the amount of \$22,499. PASSED UNDER RESOLUTION 2021-2022: 47

В. **Monthly Minutes and Financial Approval**

- 1. Approval of Board of Education Minutes from the November 17, 2021 Business Sessions. No Executive session was held (Attachment #7)
- 2. Certification of the Secretary's and the Treasurer's report that the cash receipts, cash expenditures, and cash balances in the specified amounts, are in agreement and further approve that in compliance with NJAC 6:20-2.13E, that no major account or fund has been over-expended and that as of the date of their reports there are sufficient funds available to meet financial obligations for the remainder of the 2021-2022 school year. (Attachment #8)

October 2021

\$3,430,609.26

3. Approval of the Bill List in the specified amounts (Attachment #9)

a. General Account: \$1,426,966.80

b. Cafeteria Account: \$0

3-1. Re-approval -Corrected General account Bill List total for bills paid 10/21/2021-11/17/2021 approved at the November meeting corrected to the following amount - adjusted \$0.20 for entry correction to noncheck #N0422 (Attachment #10)

General Account: \$ 830,077.70

4. Checking Account Balances – October, 2021

a. Student Activities \$ 57,514.20

b. Cafeteria:

\$ 15,845.17

c. Payroll Agency:

\$ 4,964.31

d. Unemployment:

\$ 86,454.30

- 5. Transfers in the amount of \$5,334.80 for November, 2021. (Attachment #11)
- C. Approve Submission of a Special Ballot Question for January 25th, 2022 **Special School District Election**

RESOLUTION 2021-2022: 48 AUTHORIZING THE SUBMISSION OF BOND PROPOSAL QUESTION

Mr. Sabatino moved, seconded by Mrs. Linfante, and passed unanimously by a roll call vote, 5-0, to approve the attached special ballot question and the resolution by the Board of Education of Clinton Glen Gardner District in the County of Hunterdon, New Jersey providing for the submission of a special ballot question to the school district voter at a special school district election to be held on Tuesday January 25, 2022.

RESOLUTION OF THE BOARD OF EDUCATION OF THE CLINTON-GLEN GARDNER SCHOOL DISTRICT IN THE HUNTERDON, NEW **JERSEY** COUNTY OF AUTHORIZING THE **SUBMISSION** OF A BOND PROPOSAL QUESTION TO THE SCHOOL DISTRICT VOTERS AT A SPECIAL SCHOOL DISTRICT ELECTION TO BE HELD ON JANUARY 25, 2022

BE IT RESOLVED BY The Board of Education of the Clinton-Glen Gardner School District in the County of Hunterdon, New Jersey (the "Board") (not less than a majority of the full membership of the Board concurring) as follows:

1. The following bond proposal (the "Proposal"), shall be submitted to the legal voters of the School District at a special School District election (the "Election") to be held on Tuesday, January 25, 2022 commencing at 6:00 a.m. for the purposes hereinafter provided. The polls shall remain open until 8:00 p.m. and as much longer as may be necessary to permit all the legal voters then present to vote and cast their ballot. The form of the Proposal will read substantially as follows except as otherwise may be set forth herein:

BOND PROPOSAL QUESTION

The Board of Education of the Clinton-Glen Gardner School District in the County of Hunterdon, New Jersey is authorized (a) to acquire and to install a new playground, including all related work, upgrades, and renovations making the playground ADA accessible at Clinton Public School, including acquisition and installation of equipment and any site work; and (b) to appropriate \$985,000 and to issue bonds in an amount not to exceed \$985,000.

The final eligible costs for the project approved by the New Jersey Commissioner of Education are \$914,643. The project includes \$70,357 for school facility construction elements in addition to the facilities efficiency standards developed by the Commissioner of Education or not otherwise eligible for State support pursuant to N.J.S.A. 18A:7G-5(g). The State debt service aid percentage will equal 40% of the annual debt service due with respect to the final eligible costs of the project.

Do you approve Bond Proposal Question?

2. The Board hereby approves and adopts the Proposal set forth above and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same as described therein (the "Project"). The Board authorizes the Business Administrator/Board Secretary, consistent with any advice received from bond counsel, to revise the proposal, if necessary, prior to the Election to conform to any applicable legal requirements.

- 3. The Board hereby acknowledges and confirms that, in accordance with the requirements of N.J.S.A. 18A:24-16 and N.J.S.A. 18A:24-17, Supplemental Debt Statements have been prepared as of the date of this resolution by the chief financial officers of the Town of Clinton and of the Borough of Glen Gardner, giving effect to the proposed total authorization of School Bonds of the School District in the maximum amount provided for in the Proposal, and that such supplemental debt statements have been filed in the office of each respective municipal clerk, in the office of the Business Administrator/Board Secretary prior to the adoption of this resolution, and will be filed in the office of the Director of the Division of Local Government Services, State of New Jersey, Department of Community Affairs prior to the date of the Election.
- 4. The Business Administrator/Board Secretary is hereby authorized and directed, in conjunction with Bond Counsel, to deliver a certified copy of this resolution and such other information as shall be necessary to the County Clerk as required by N.J.S.A. 19:60-2, to request the County Clerk to submit the Proposal to the voters at the Election and to seek the assistance of the county officials and the municipal clerk in conducting the Election.
- 5. The Board hereby: (i) accepts the determination of Preliminary Eligible Costs as set forth in the letter from the New Jersey Department of Education and not to appeal such determinations made therein; (ii) determines to construct the Project itself; (iii) agrees to locally fund any excess costs, if any; and (iv) delegates the supervision of the Project to the Business Administrator/Board Secretary.
- 6. Gianforcaro Architects, Engineers & Planners, the School District's appointed architect for the Project (the "Project Architect"), has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Project in consultation with and under the supervision of the Business Administrator/Board Secretary, who has been delegated the responsibility to work with the Project Architect for this purposes on behalf of the Board, in accordance with the requirements of N.J.S.A. 18A:18A-16, and such authorizations and delegations are hereof reconfirmed.
- 7. The School Administration and such other officers, professionals and agents of the Board as are necessary, including Wilentz, Goldman & Spitzer, P.A., Bond Counsel, and the Project Architect, are each hereby authorized and directed to perform such acts, execute such documents and do such things as are necessary and proper for the submission of the Proposal to the voters of the School District at the Election.
- 8. This Board hereby makes the following covenants and declarations with respect to obligations determined to be issued by the Business Administrator/Board Secretary through a public offering of private placement or through a conduit borrower on a tax exempt basis. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on its bonds or notes if issued as tax exempt, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on its bonds or notes. The Business Administrator/Board Secretary is hereby authorized to

act on behalf of the Board to deem the obligations authorized herein as bank qualified for the purposes of Section 265 of the Code, when appropriate. The Board hereby declares its intent to issue bonds or notes in the amount set forth in the Proposal approved by the voters as set forth in Section 1 and to use the proceeds to pay or to reimburse expenditures for the costs of the Projects authorized herein. This resolution is a declaration of intent within the meaning and for the purposes of Treasury Regulations 1.150-2 or any successor provisions of federal income tax law,

9. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following vote:

AYES:

5

NAYS:

0

ABSTENTIONS:

ABSENCES:

0

D. Additions to the Annual School Year Approval, Adoptions and Authorizations

Motion: To approve the additions listed for the 2021-2022 school year:

PASSED UNDER RESOLUTION 2021-2022: 47

1	To approve Kid Therapy Chester LLC for occupational therapy evaluation services @ \$475 per evaluation
2	To approve the following for providing Psychiatric evaluation/services: Dr. Steven Dyckman @ \$1000 per evaluation
3	To approve the 2021-2022 Paraprofessional Addendum to approve addition of bonus for Paraprofessionals (Attachment #12)

12. Correspondence NONE

13. New Business

A. Status of Garden State Health Plan effective January 1, 2022.

14. Old Business

- A. Dear Parents went out this week
- **B. Board Liaison Reports -** Mr. McIsaac updated on Board of Education roundtable

To complete the strategic planning process, building upon the 2016-2020 plan, charting a course for 2022-2027.

- 15. Public Comment NONE
- 16. Executive Session NONE
- 17. Adjournment

RESOLUTION 2021-2022: 49

ADJOURNMENT

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed by roll call vote, 5-0, to adjourn the Board Meeting at $8:06~\rm pm$.

Respectfully submitted,

Bernadette Wang

Business Administrator

Brendan McIsaac

President