

Minutes of the Public Board of Education meeting held on September 10, 2008 at the Monroe Township High School.

The meeting was called to order by Board President Amy Antelis at 5:00 p.m.

ATTENDANCE

Ms. Amy Antelis, Board President
Mr. Lew Kaufman, Board Vice President
Mr. Marvin I. Braverman
Ms. Kathy Kolupanowich
Mr. John Leary
Ms. Kathy Leonard
Ms. Rita Ostrager
Mr. Ira Tessler

BOARD MEMBER ABSENT

Mr. Ken Chiarella

JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT

Ms. Patrice Faraone

STUDENT BOARD MEMBERS PRESENT

Ms. Nidhi Bhatt
Ms. Melissa Bonamici

STUDENT BOARD MEMBERS ABSENT

None

STAFF

Mr. Joseph King, Interim Superintendent of Schools
Mr. Wayne Holliday, Business Administrator/ Board Secretary
Dr. Veronica Geyer, Assistant Superintendent of Personnel

ATTORNEY

Mr. Bertram E. Busch, Esq.

MEMBERS OF THE PUBLIC – 5

After the Pledge of Allegiance and roll call, the Board President read the following statement:

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Monroe Township Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted September 5, 2008:

1. At all Schools,
2. Home News Tribune,
3. Cranbury Press, and
4. Filed with the Clerk of the Municipality.

CLOSED SESSION RESOLUTION

Ms. Kolupanowich moved, seconded by Ms. Leonard the adoption of the following resolution:

Be It Resolved, that the Board of Education of the Township of Monroe hereby moves to go into Closed Session, in accordance with Sunshine Law, Chapter 231 of the Public Laws of 1975 (N.J.S.A. 10:4-6 through 10:4-21), to discuss the following subjects:

- a. Personnel – Interview and contractual negotiations, as appropriate, of Assistant Superintendent of Curriculum,
- b. Legal Advice – Memorandum of Agreement between the Monroe Township Board of Education and the Monroe Township School Administrator’s Association, and
- c. Personnel – Superintendent Search.

The discussion conducted in closed session can be disclosed to the public at such time as the matters have been resolved.

Motion Carried Unanimously.

Members of the Board of Education convened to closed session at 5:05 p.m.

Public Meeting Reconvened at 7:55 p.m.

PUBLIC FORUM

Ms. Michele Arminio of 9 Nathaniel Street asked if any of the three items on the closed session agenda had been resolved in closed session. Ms. Antelis responded that item “a” had been resolved and would be part of the Interim Superintendent’s Report. Next, Ms. Arminio asked if the paraprofessional Ms. Horn (Item C) ever worked in the District or received a paycheck. Mr. King responded that she was not paid and resigned before working. Then, Ms. Arminio asked for an explanation of pay scale difference (Item K). Mr. King explained that when a teacher works an additional period beyond their contract, supplemental compensation is paid which gives the teacher a contract greater than 100%. Lastly, Ms. Arminio asked where she could obtain a copy of a blank residency contract. Mr. King stated that she should contact Central Registration which is located at Brookside School Trailer C.

INTERIM SUPERINTENDENT’S RECOMMENDATIONS/REPORT

A motion was made by Mr. Kaufman and seconded by Ms. Leonard that Personnel Items (A - N) of the Interim Superintendent’s Recommendations/Report be approved by consent roll call. Roll Call – Motion carried 9 - 0. The vote included the Jamesburg Board Member Representative where appropriate. A copy of the Interim Superintendent’s Recommendations/Report is attached to the official set of minutes.

A motion was made by Ms. Kolopanowich and seconded by Mr. Kaufman that Mr. Jeff Gorman be approved as Assistant Superintendent for Curriculum and Instruction at the prorated salary of \$140,000 for the 2008-2009 school year effective October 15, 2008 subject to all legal requirements. Roll Call – Motion carried 9-0. The vote included the Jamesburg Board Member Representative.

A motion was made by Ms. Leonard and seconded by Ms. Kolopanowich that Board Action Items (A - K) of the Interim Superintendent’s Recommendations/Report be approved by consent roll call. Roll Call – Motion carried 9 - 0. The vote included the Jamesburg Board Member Representative where appropriate. A copy of the Interim Superintendent’s Recommendations/Report is attached to the official set of minutes.

BUSINESS ADMINISTRATOR’S RECOMMENDATIONS/REPORT

BOARD ACTION

A motion was made by Mr. Kaufman and seconded by Ms. Leonard that Board Action items (A – I) of the Business Administrator’s Recommendations/Report be approved by consent roll call. – Motion Carried 9 – 0. The vote included the Jamesburg Board

Member Representative where appropriate. A copy of the Business Administrator's Recommendations/Report is attached to the official set of minutes.

STUDENT BOARD MEMBER REPORTS

Ms. Bonamici spoke about the following events at the High School: College Fair, Back to School Night, and the new Test Center.

Ms. Nidhi spoke about the following events at Brookside: Back to School Nights and the TAG program.

BOARD PRESIDENT'S REPORT – Please refer to attached transcript.

COMMITTEE REPORTS – Please refer to attached transcript.

OTHER BOARD OF EDUCATION BUSINESS – Please refer to attached transcript.

PUBLIC FORUM - Please refer to attached transcript.

ADJOURNMENT

A motion was made by Mr. Leary and seconded by Mr. Kaufman that the meeting be adjourned. Motion Carried Unanimously. The public meeting adjourned at 8:21 p.m.

Respectfully submitted,

WAYNE HOLLIDAY
BOARD SECRETARY/
BUSINESS ADMINISTRATOR

INTERIM SUPERINTENDENT'S RECOMMENDATIONS/REPORT – SEPTEMBER 10, 2008

I. Personnel

- A. It is recommended that the Board accept the resignation of **Mr. Glen Garuccio**, custodian at the High School, effective immediately.
- B. It is recommended that the Board accept the resignation of **Ms. Marie Montera**, paraprofessional at Mill Lake School, effective July 27, 2008.
- C. It is recommended that the Board accept the resignation of **Ms. Laurie Horn**, paraprofessional at Oak Tree School, effective August 18, 2008.
- D. It is recommended that the Board approve an unpaid intermittent leave of absence under FMLA to **Ms. Heidi Magee**, Library Coordinator at Mill Lake School, retroactive to September 1, 2008 through June 30, 2009.
- E. It is recommended that the Board approve an unpaid intermittent leave of absence under FMLA to **Ms. MaryJo Caputo-Giancola**, Speech/Language Specialist at Mill Lake School, retroactive to September 1, 2008 through June 30, 2009.
- F. It is recommended that the Board approve an unpaid medical leave of absence to **Ms. Deborah Preston**, bus driver in the Transportation Department, effective September 1, 2008 through October 6, 2008.
- G. It is recommended that the Board approve an unpaid leave of absence to **Mr. Robert Learn**, bus driver in the Transportation Department, effective September 8, 2008 through September 12, 2008 and November 3 and 5, 2008.
- H. It is recommended that the Board approve a leave of absence to **Ms. Eleonora LaGrace**, custodian for the district, retroactive to August 26, 2008 (for a period of approximately four months) pending further action of the Board. It is further recommended that this leave shall be without pay except to the extent of any sick days Ms. LaGrace may have available.
- I. It is recommended that the Board approve the return to work for **Mr. Craig Bagley**, Maintenance/Custodian Supervisor, effective September 2, 2008.
- J. It is recommended that the Board approve a return to work for **Mr. Frank Morabito**, security at Applegarth School, effective September 2, 2008.
- K. It is recommended that the Board approve a modification in the contracts of the following teachers at the high school to reflect teaching an additional class due to increased enrollment for the 2008-2009 school year:

Pat Rein	from 100% to 117%
Bob Carlson	from 100% to 117%
Julia Bulkley	from 100% to 117%
Ralph Zamrzycki	from 100% to 117%

L. It is recommended that the Board approve the following certificated personnel at the following steps and guides:

Employee	Position	School	Salary Guide	Dates	Reason for hire
Betty Fertik	Technology teaching	Brookside/ Woodland/ Oak Tree	Step 4 MA 33% \$44,605 + \$2,800 pro rated	9/1/08- 12/19/08	Leave Replacement
	Keyboarding		Step 4 MA 67%	9/1/08- 6/30/09	Replacement position
Angela Best	Science teacher	Applegarth	Step 3 BA \$44,355	9/1/08- 6/30/09	Replacement position
Jordanna Riggi	Teacher of the Handicapped	MTHS	Step 1 \$44,000 prorated	9/1/08- 1/31/09	Leave replacement
Kathleen Capelli	Teacher of Reading	Barclay Brook	Long term substitute \$150/day	9/5/08- 10/31/08 retroactive	Leave replacement
Karyn Czubak	Speech/ Language Specialist	Brookside	Step 4 MA 120% minus 20 days	9/1/08- 6/30/09	Correction in contract
Thomas Donovan	Teacher of the Handicapped	MTHS	Step 1 BA \$44,000	9/1/08- 6/30/09	Transferred to Tenured track Replacement position
Timothy Nally	Physical Education teacher	Mill Lake	Step 7 BA 110%	9/1/08- 6/30/09	Contract modification additional classes
Nadine Miele	Kindergarten teacher	Barclay Brook	Step 1 BA 100%	9/1/08- 6/30/09	Modification in contract
Sinead McGrath	International French Honor Society	MTHS	Stipend as determined by the Sidebar Agreement	2008-2009 school year	Advisor position

Sarah Beighley	Environmental Action Club	MTHS	Stipend	2008-2009 school year	Advisor position
Boris Hladek	AVA Coordinator	MTHS	Stipend	2008-2009 school year	Advisor position
Nicole Butler	Writing Lab	MTHS	Hourly supplemental rate	2008-2009 school year	Addition to Cadre
Katherine Towlen	Speech/ Language Specialist	Oak Tree/ MTHS		9/15/08-6/30/09	Change in start date
Susan Lowery	After School TAG teacher as noted and substitute teacher as needed	Woodland	Hourly supplemental rate 1 day per week	2008-2009 school year	
Joan Kofke	After School Basic Skills teacher as noted and substitute teacher as needed	Woodland	Hourly supplemental rate 2 days per week	2008-2009 school year	
Andrea Forlenza	After School Basic Skills teacher as noted and substitute teacher as needed	Woodland	Hourly supplemental rate 2 days per week	2008-2009 school year	
Lynn Richards	After School Basic Skills teacher	Mill Lake	Hourly supplemental rate 4 days per week	2008-2009 school year	
Aimee DeJesus	After School Basic Skills teacher	Brookside	Hourly supplemental rate 2 days per week	2008-2009 school year	
Gina Portella	After School Basic Skills teacher	Brookside	Hourly supplemental rate 2 days per week	2008-2009 school year	
Pauline Amabile	After School Basic Skills substitute teacher	Brookside	Hourly supplemental rate	2008-2009 school year	

Beth Nagle	After School Basic Skills substitute teacher	Brookside	Hourly supplemental rate	2008-2009 school year	
Deanna Dale	Advisor Photography Club	MTHS	Stipend \$1,722	2008-2009 school year	Advisor position
Matthew Fox	Girl's Soccer Coach	Applegarth	Step 3 \$3,542 50%	2008-2009 school year	Coaching position
Deanna Dale	Girl's Soccer Coach	Applegarth	Step 3 \$3,542 50%	2008-2009 school year	Coaching position
Faith Vidolin	Morning Bus Duty	Oak Tree	20 minutes day Hourly supplemental rate	2008-2009 school year	New position
Susan Krumm	Morning Bus Duty	Oak Tree	20 minutes day Hourly supplemental rate	2008-2009 school year	New position
John Denuto	Volunteer Football Coach	MTHS		2008-2009 school year	Volunteer Coach

M. It is recommended that the Board approve the following non-certificated personnel at the following steps and guides:

Employee	Position	School	Salary	Dates	Reason for Hire
Pauline Fusco	Supervisory and Special Ed para	Mill Lake	Step 4 \$11.78 hour 2.25 supervisory 1.5 special ed (+\$1.00/ hr) Total 3.75	9/1/08-6/30/09	New position
Carmela Valeriano	Paraprofessional	Mill Lake	Step 5 \$12.18/hr 2.75 hrs/day	9/3/08-6/30/09	Redistribution of hours
Geralyn Velez	Paraprofessional	Mill Lake	Step 1 \$11.48/hr 3.75 hrs/day	9/3/08-6/30/09	Replacement position
Susanna Fortunato	Paraprofessional	Barclay Brook	Step 1 \$11.48 hr 3.0/hrs day	9/3/08-6/30/09	Replacement position
Donna Marie Bavuso	Paraprofessional	Barclay Brook	Step 1 \$11.48/hr 3.5/day	9/3/08-6/30/09	New position
Shari Sigismondo	Special Ed paraprofessional	MTHS	Step 7 \$14.23+\$1.00/hr	9/3/08-6/30/09	Transferred to new position

			7.0/hrs day		from Brookside
Valerie DeBella	Paraprofessional	Mill Lake	Step 1 \$11.48 2.75 hrs/day 1.0/day spec. ed (+\$1.00) Total 3.75 day	9/3/08- 6/30/09	Replacement position
Marlene Oskierko	Special Ed Paraprofessional	Applegarth	Step 1 \$11.48+\$1.00 6.5 hrs/day	9/11/08- 6/30/09	New position
Virginia Ulrich	Special Ed Paraprofessional	Applegarth	Step 1 \$11.48+\$1.00 6.5 hrs/day	9/11/08 6/30/09	New position
Lillian Tomasulo	Paraprofessional special ed.	Transportation	Step 1 \$11.48+\$1.00 3.5/hrs day	9/3/08- 6/30/09	New position
Donna Johanesson	Special Ed para	Mill Lake	Step 1 \$11.48 +\$1.00 3.0/hrs day	9/11/08- 6/30/09	New position
Leslaw Lenczyk	Custodian	MTHS	Step 1 + night premium \$17.02 +\$.54 6.0/ hrs day	9/11//08- 6/30/09	Replacement position
Stanislaw Gruszka	Custodian	MTHS	Step 1 + night premium \$17.02 +\$.54 8/hrs day	9/11/08- 6/30/09	Replacement position
Deborah Waldron	Paraprofessional	Oak Tree	Step 1 \$11.48 3.5 hrs/day	9/8/08- 6/30/09	Replacement position
Angela Bonura	Paraprofessional	Barclay Brook	3.0/day special ed 4.5/day supvsry Total 7.5 hr/day	9/3/08- 6/30/09	Change in hour structure
Sara Fernandez	Special Ed. Paraprofessional	Barclay Brook	6.5 hours day	9/3/08- 6/30/09	Reduction in hours (15 min)
Nancy Simon	Paraprofessional	Oak Tree	Step 3 6.75 hours	9/3/08- 6/30/09	Transfer to new position in Oak Tree
Justin Gassman	After school Special Ed Paraprofessional for athlete	MTHS	Step 1 \$11.48+1.00 up to 18 hours per week	9/4/08- 11/10/08	Student needs special assistance during sport

N. It is recommended that the Board approve the following substitutes for the 2008-2009 school year:

Certificated

Liza Mazzetta
Alejandra Arevald
Lindsey Pritzlaff
Tracy Lockwood

Substitute Teacher
Substitute Teacher
Substitute Teacher
Substitute Teacher

Tonya Ledford

Substitute Nurse

Non Certificated

Daniel Punch

Substitute Custodian

Sharon Gray

Substitute Driver

- O. It is recommended that the Board approve Mr. Jeff Gorman as Assistant Superintendent for Curriculum and Instruction at the pro-rated salary of \$140,000 for the 2008-2009 school year, effective October 15, 2008 subject to all legal requirements.

II. Board Action

- A. It is recommended that the Board approve Sports Medicine New Jersey, Dr. Steve Weintraub, to provide medical coverage for the home varsity football games for the 2008-2009 school year.

- B. It is recommended that the Board approve the establishment of the Integrated Pre-School Programs at Barclay Brook, Mill Lake, and Oak Tree Schools.

- C. It is recommended that the Board approve the Special Education Medicaid Initiative Action Plan for the 2008-2009 school year.

D. Residency Contracts

In accordance with Policy #5111 regarding residency contracts, it is recommended that the Board approve the enrollment of the children noted on the attached Residency Contracts whose family is under contract for future residency in Monroe Township.

- E. It is recommended that the Board approve the attached list of requests for Staff Professional Development.

- F. It is recommended that the Board approve the attached list of requests for Field Trips.

- G. It is recommended that the Board approve the attached District's Mentoring Plan for the 2008-2011 school years.

- H. It is recommended that the Board approve the following Policies and Regulations for a first reading:

Bylaw

142.1 Nepotism

174 Legal Services

177 Professional Services

Policy

1570 Internal Controls

1620 Administrative Employment Contracts

6111 Special Education Medicaid Initiative (SEMI) Program

- 6362 Contributions to Board Members and Contract Awards
- 6423 Expenditures for Non-Employee Activities, Meals and Refreshments
- 6831 Withholding or Recovering State Aid
- 7650 School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting
- 9120 Public Relations Program

Regulations

- 1570 Internal Controls
- 6111 Special Education Medicaid Initiative (SEMI) Program
- 7650 School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting

- I. It is recommended that the Board approve the following Policy for a second and final reading:

Policy No. 5615 Suspected Gang Activity

- J. It is recommended that the Board approve the following high school students to participate in the Senior Option School Based program for the 2008-2009 school year at a rate of \$7.15 per hour.

Student ID 80224	Works in school store
Student ID 80226	Graphic Arts Intern
Student ID 50320	Works in athletic office
Student ID 50317	Graphic Arts Intern
Student ID 30356	Works in athletic office
Student ID 30421	Works in school library
Student ID 50314	Works with Athl. Trainer
Student ID 30402	Graphic Arts Intern
Student ID 50146	Works with Athl. Trainer
Student ID 30498	Works with Athl. Trainer
Student ID 80331	TV Video Production
Student ID 30370	Works in Guidance Office
Student ID 50143	Works in School Store
Student ID 32074	Works with Athletic Trainer
Student ID 50277	Video Production Intern

- K. Revision from the Interim Superintendent's Report of August 20, 2008: It is recommended that the Board of Education approve the Sidebar Agreement between the Monroe Township Board of Education and the Monroe Township Education Association relating to the Assistant Competition Cheerleading coach for the 2008-2009 academic year.

MONROE TOWNSHIP
BOARD OF EDUCATION

BUSINESS ADMINISTRATOR'S RECOMMENDATIONS/REPORT – SEPTEMBER 10, 2008

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$6,839,060.49 for July 2008 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance/Buildings & Grounds/Transportation Committee and certified by the Board Secretary.

B. BILL LIST – NEW HIGH SCHOOL (BOND SERIES 2004)

It is recommended that the bills totaling \$1,254.98 for July 2008 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance/Buildings & Grounds/Transportation Committee and certified by the Board Secretary.

C. BILL LIST – NEW ELEMENTARY SCHOOL(BOND SERIES 2006)

It is recommended that the bills totaling \$1,437,560.54 for July 2008 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance/Buildings & Grounds/Transportation Committee and certified by the Board Secretary.

D. BILL LIST–NEW HIGH SCHOOL (BOND SERIES 2008)

It is recommended that the bills totaling \$1,884,455.04 for July 2008 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance/Buildings & Grounds/Transportation Committee and certified by the Board Secretary.

E. SECRETARY'S FINANCIAL & CASH REPORT

In accordance with N.J.A.C. 6A:23-2-11(c)4, Be It Resolved that the Board of Education hereby certifies that it is in receipt of the Financial Reports for July 2008, which indicates that no major accounts or funds have been over expended and that sufficient funds are available to meet the district's financial obligations for the fiscal year in accordance with N.J.A.C. 6A:23-2.11(b). In accordance with N.J.A.C. 6A:23-2.11(c)3, Be It Further Resolved that the Board Secretary certifies that the July 2008 Secretary's Report indicates that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in accordance with N.J.A.C. 6A:23-2.11(a).

F. TRANSFER #2

It is recommended that members of the Board of Education approve Transfer #2 as presented for fiscal year 2008/09. A copy is attached hereto.

G. PROFESSIONAL APPOINTMENTS

EXEMPT SERVICES – Awarded without competitive bidding as provided for under the provisions of the Public School Contracts Law:

1. It is recommended that members of the Board of Education approve CP of New Jersey to provide On-Site Technical Assistance at the rate of \$110.00 per hour and to provide On-Site Evaluations at the rate of \$880.00 per evaluation. Plus, for On-Site travel there is a charge of \$55.00 per hour. This professional service is for the 2008-2009 school year.
2. It is recommended that members of the Board of Education approve Bergen County Special Services School District of Paramus, New Jersey to provide home instruction at the rate of \$55.00 per hour for fiscal year 2008-2009.
3. It is recommended that members of the Board of Education approve the services provided by the Commission for the Blind to classified Monroe students for fiscal year 2008-2009.

H. PURCHASE AUTHORIZATION - COPIERS

It is recommended that Members of the Board of Education authorize Wayne Holliday, Business Administrator/Board Secretary and Qualified Purchasing Agent to procure copiers from Atlantic Business Products under State Contract #A51464 for Monroe Township High School.

I. RESOLUTION REJECTING BIDS FOR THE SALE OF EQUIPMENT AND COMPUTERS AND AWARDING CONTRACT FOR SALE OF CERTAIN GRAPHIC ARTS EQUIPMENT

It is recommended that Members of the Board of Education approve the following resolution entitled: “Resolution Rejecting Bids for the Sale of Equipment and Computers and Awarding Contract for Sale of Certain Graphic Arts Equipment”.

WHEREAS, N.J.S.A. 18A:18A-45 provides that any board of education may, by resolution and by sealed bid or public auction, authorize the sale of its personal property not needed for school purposes to the highest bidder; and

WHEREAS, N.J.S.A. 18A:18A-45(e) provides that a board of education may reject all bids if it determines such rejection to be in the public interest and the Monroe

Township Board of Education reserved the right to accept or reject bids in their entirety should it deem it in its interest to do so; and

WHEREAS, Board of Education advertised twice for the receipt of bids for the sale of equipment, including computer hardware, and the Bid Forms required each bidder to identify which items were the subject of the bid and the Bid Notice further required each bidder to submit payment with the bid and two non-conforming bids were received on September 3, 2008, as follows:

1. The Bid submitted by Fred Voza of Jamesburg Press did not include cash or a certified check as required by the Bid Notice;
2. The Bid Forms submitted by Victor Branecki of Computer Recycler of Eastern PA, LLC, included a check for \$161.00, but none of the Bid Forms were filled in with bid amounts and it is impossible to determine if this was a lump sum bid for all computers listed on the forms or a bid for fewer than all computers; and

WHEREAS, Joseph A. Malinowski, Jr., submitted the low bid for Graphic Arts Equipment at Monroe Township High School; and

WHEREAS, N.J.S.A. 18A:18A-45(e) further provides that in any case in which the board of education has rejected all bids, it may readvertise such personal property for a subsequent public sale and if the board of education elects to reject all bids at a second public sale, and it may then sell such personal property without further publication or notice thereof at private sale, provided that in no event shall the negotiated price at private sale be less than the highest price of any bid rejected at the preceding two public sales and provided further that in no event shall the terms or conditions of sale be changed or amended; and

WHEREAS, N.J.S.A. 18A:18A-45(f) provides that if the estimated fair value of the property to be sold does not exceed the applicable bid threshold established under the statute in any one sale, it may be sold at private sale without advertising for bids.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby rejects the bids submitted by Fred Voza and Victor Branecki with regard to the foregoing and it authorizes Wayne Holliday, Board Secretary/Business Administrator and Qualified Purchasing Agent, to advertise for a public sale of the computer hardware and equipment referred to above and, to sell any and all equipment and computer hardware to all conforming bidders subject only to Mr. Holliday's report to the Board of Education; and

BE IT FURTHER RESOLVED that it awards a Contract to Joseph A. Malinowski, Jr., for Graphic Arts Equipment at Monroe Township High School. (Please refer to the enclosed documents for supplemental information.)

The above action authorizes the Business Administrator to sign and administrator contracts and/or purchase orders.

WAYNE HOLLIDAY
Prepared by

SEPTEMBER 10, 2008
Meeting Date