Minutes May 23, 2022 Regular Board Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Goguen at 7:03 p.m. at Old Turnpike School.

Ms. Goguen read the Sunshine Law:

Welcome to a meeting of the Tewksbury Township Board of Education. The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Tewksbury Township Board of Education has caused notice of the time and place of this meeting to be published in the Courier News and the Hunterdon Democrat and notice of the meeting has been posted on the Tewksbury Township School District website. www.tewksburyschools.org.

The Board pledged Allegiance to the Flag.

PRESENT: Ms. Carrino, Mr. Davidson, Mr. Deo, Ms. Fleming, Ms. Jardinella, Ms.Munoz, Ms. Niang, Dr. Simon, Ms. Stein

ABSENT: None

ALSO PRESENT: Dr. Jennifer Shouffler - Superintendent, Heather Goguen - Business Administrator

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Mr. Deo and seconded by Dr. Simon to close the public comment portion of the meeting.

All in Favor: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Suleyka Munoz, Khadija Niang, William Simon, Andrea Stein, Michael Deo

PRESENTATION: None.

CORRESPONDENCE:

SUPERINTENDENT'S REPORT: Hunterdon County remains in the high risk category for COVID cases. There are currently only thirty students registered for kindergarten for the upcoming school year. There were no HIB incidents for the month of May, 2022. Enrollment Reports and Emergency/Fire Drill Reports were reviewed by the Board.

School	Tewksbury Elementary School		
Month/Year	April 2022	April 2022	May 2022
Date	4/13/2022	4/27/2022	5/3/2022
Drill Description	Fire	Evacuation	Fire
Duration of Drill	5 Minutes	10 minutes	5 Minutes

Weather Conditions	Sunny and warm	Sunny and cool	Sunny & Warm
Conductor of Drill	K. Lemeich	K. Lemerich	M. Verderamo
Notification Method	Fire alarm system	Automated security response system used	Fire Alarm System

School	**Old Turnpike School**		
Month/Year	April 2022	April 2022	May 2022
Date	4/8/2022 7:00 PM	4/29/2022 9:15 AM	5/5/2022 1:35 PM
Drill Description	Evacuation Drill- smoke	Non-Fire Evacuation Drill	Fire Drill
Duration of Drill	20minutes	10 minutes	10 minutes
Weather Conditions	sunny	Sunny & Cold	Sunny
Conductor of Drill	Krowl, Mitchell,PD, FD	Krowl, Mitchell, Swan	Krowl, Mitchell, Swan
Notification Method	alarm	announcement	radios & alarms

MINUTES: Motion was made by Mr. Deo and seconded by Ms. Munoz to approve the following minutes.

- April 13, 2022 Committee of the Whole Meeting
- April 13, 2022 Executive Session
- April 27, 2022 Regular Board Meeting
- April 27, 2022 Executive Session

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Absent: None.

CURRICULUM: Many upcoming events have been planned to support the rising 5th and 6th graders as they move to Old Turnpike School. Most schools in the current soccer league which the district participates in do not have enough students to plan for a boys and girls team next year, so they are creating co-ed teams. Options are to join another league, or to form co-ed teams. Kindergarten registration is lower than what it was at this time last year. With 30 students enrolled, there will be only two sections, with two teachers. If enrollment increases to 36, another section will be formed. Interviews are taking place for elementary school teachers. The curriculum resources the 5th grade teachers would like to use is Inquiry Education, which is a change from what was discussed at the last meeting. The 6-8 social studies teachers also have decided they do not want to purchase the TCI materials for their grades, and will teach the standards with the resources they currently have access to.

POLICY: Motion was made by Mr. Deo and seconded by Ms. Stein to approve the following:
Discussion: None

Approve the adoption of the Strauss Esmay By-Laws and Policy Manual created for the Tewksbury Township Board of Education.

Final Resolution: Motion carried on a roll call vote.

Yes: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Absent: None.

FINANCE: Motion was made by Mr. Deo and seconded by Ms. Fleming to approve the following:
Discussion: None

Approval of Bills

BE IT RESOLVED that the Board approve the attached lists of district bills for payment as presented by the School Business Administrator for the period April 29, 2022 through May 24, 2022 for a total amount of $1,638,073.14.

Acceptance and Approval of Board Secretary's Report for the month of April, 2022.

BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of April, 2022 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary's certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

Acceptance and Approval of Treasurer's Report for the month of April, 2022.

BE IT RESOLVED that upon review of the Treasurer's Report for the month of April, 2022 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board Secretary further certifies, based on the Board Treasurer's Report, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

The Board Secretary certifies, pursuant to NJAC 6A:23A-16:10(c)(3), that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

Approve the attached list of transfers.

Approve Califon Student ID# 8019183530 to attend Tewksbury's summer Extended School Year preschool program - no transportation for a fee of $2,597.49

Approve Califon Student ID# 8689570923 to attend Tewksbury's summer Extended School Year elementary school program - with transportation for a fee of Califon of $2,597.49 plus $313.50

Approve the shared services contract between the Tewksbury Township School District and the Califon School District, for Tewksbury to provide a Technology teacher and a Library/Media Specialist.

Approve the Joint transportation agreement between the Tewksbury Township School District and the Califon School District. Tewksbury will transport 10 school choice students residing in Califon for the annual fee of $1,000 per student.

Approve the following staff member needed to facilitate the Old Turnpike School Open House for the rising 5th and 6th graders on the evening of May 24, 2022.

Date	Event	Staff Member	Compensation
5/24/22	Old Turnpike School Open House	Yahna Fiscarelli	$40/hour, not to exceed 2.5 hours

Rescind March 31, 2022 Finance Motion #10 Approve entering into agreement with COR Behavioral Group for Board Certified Behavioral Analyst (BCBA) services for 2 hours per week beginning April 25, 2022 through June 20, 2022 for student #5412800533 at a cost of $125.00 per hour.

Approve entering into agreement with COR Behavioral Group for Board Certified Behavioral Analyst (BCBA) services for 4 hours per week beginning April 25, 2022 through June 20, 2022 for student #5412800533 at a cost of $125.00 per hour.

Accept the donation of $250 from the Tewksbury Township Police Department to be put toward the 8th grade end of year social.

Decline the American Rescue Plan - Homeless Children and Youth II allocation of $165.

Accept the ESEA Federal Grant funds as follows:

Title I A $14,924.00
Title IIA $ 8,545.00
Title IV $10,000.00

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator make the findings and approve attendance and travel for the following workshops/meetings:

- that travel is directly related to and within the scope of the employee or Board member's duties or responsibilities; and for employees, the school district's professional development plan;
- that travel is critical to the instructional needs of the district or furthers the efficient operation of the district;
- that the travel is in compliance with state and federal travel payment guidelines; and
- that the travel is in compliance with the District policy on travel.

Staff Member	Date	Registration	Other Expenses	Event/Destination
Bob Hoffman, Jr.	6/1/2022	0	0	School Transportation Supervisors of NJ General Membership Meeting, Monroe Twp., NJ

Mileage will be reimbursed according to board policy.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Absent: None.

TECHNOLOGY: None.

FACILITIES: Ms. Goguen updated the Board on the water at TES. Further analysis of the 4 outlets in the kitchen determined the lead found was somewhere within the piping fixtures of the kitchen. At the recommendation of Garden State Environmental, the piping will be remediated in stages and the 4 outlets will be tested going forward.

Motion was made by Mr. Deo and seconded by Ms. Munoz to approve the following:
Discussion: None

Approve the submission of the updated Long Range Facilities Plan as amended by LAN Associates.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Absent: None.

TRANSPORTATION: Ms. Goguen discussed the proposal for the Agreement with Tewksbury Township for the Uniform Shared Services and Consolidation Act for the Provision of Radio Communication Services.

Motion was made by Dr. Simon and seconded by Ms. Munoz to table the following motion for a future meeting:

Approve the Agreement with Tewksbury Township for the Uniform Shared Services and Consolidation Act for the Provision of Radio Communication Services through December 31, 2032.

All in Favor: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Suleyka Munoz, Khadija Niang, William Simon, Andrea Stein, Michael Deo

COMMUNICATIONS: None.

OTHER: The Board agreed to move the date of the June Regular Board meeting from June 14th to June 20th.

REORGANIZATION APPOINTMENTS: Motion was made by Mr. Deo and seconded by Ms. Carrino to approve the following:

Appoint Heather Goguen as Board Secretary for the 2022-2023 school year.

Appoint Paula Hatch as Cash Account Reconciliation Specialist for the 2022-2023 school year.

Approve the annual appointment of Bank of America and Peapack Gladstone Bank as the District's Official Depository for the 2022-2023 school year.

Approve the annual appointment of the Courier News to be the District's official legal newspaper and the Hunterdon Review and Hunterdon Democrat to be the District's official Alternate newspaper for the 2022-2023 school year.

Authorize the Board Secretary to pay bills between Board Meetings and that all bills paid will be presented for Board approval at the next scheduled meeting.

Approve the annual appointment of School Business Administrator, as Investment Officer for the district for the 2022-2023 school year.

Appoint School Business Administrator as Custodian of Records for the 2022-2023 school year.

Approve the Coordinator of Buildings and Grounds as Integrated Pest Management Coordinator, Indoor Air Quality Designee and AHERA Coordinator for the 2022-2023 school year.

Approve the Coordinator of Buildings and Grounds as the Right to Know Officer for the 2022-2023 school year.

Approve the following Tax Shelter Annuity Companies for the 2022-2023 school year:

Fidelity Investments	Vanguard	Valic
AXA Equitable	Lincoln Financial	Metropolitan Life

Approve the following companies offering disability insurance to district employees for the 2022-2023 school year:

Unum	Colonial	Prudential

Approve School Alliance Insurance Fund as the district's insurance carrier for the 2022-2023 school year.

Approve participation of the district with Horizon for medical and prescription benefits and with Delta Dental of NJ for dental benefits for the 2022-2023 school year.

Approve the following appointments for the 2022-2023 school year without competitive bidding as "Professional Services" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession:

Provider	**Service**	**Est Amt. Not to Exceed**
Schenck, Price, Smith and King, LLP	Legal	$25,000 ($185/hr-attny; $125/paralegal)
Ardito and Company, LLP	Auditor	$17,500
LAN Associates	Architect	$83,330

Approve the following Extraordinary Unspecifiable Services exempt from competitive bids and awarded through the RFP process including technical criteria, management criteria, and cost criteria:

Provider	**Service**	**Est Amt. Not to Exceed**
Phoenix Financial Advisors	Financial Advisory Services	$3,000
USI	Broker of Record	$11,000

Approve R and L Payroll Services as the service provider for payroll functions, effective July 1, 2022 through June 30, 2023.

Approve CDK Systems as the computer service provider for board office administrative and accounting functions, effective July 1, 2022 through June 30, 2023.

Approve Realtime Information Systems as the computer service provider for student record functions, effective July 1, 2022 through June 30, 2023.

Adopt Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint board president and board secretary to act as parliamentarians for the 2022-2023 school year.

Adopt the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2022-2023 school year.

Be it resolved that the Tewksbury Township Board of Education appoints the School Business Administrator, pursuant to N.J.A.C. 5:34-5.5, as purchasing agent of the board of education, and as such, establishes and sets the bid threshold amount of $44,000 for the board of education, and furthermore, the board authorizes the School Business Administrator to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount and to approve competitive quotations for amounts more than $6,600.

Approve the School Business Administrator, to make all necessary final transfers for the 2021-2022 school year budget in order to balance the budget for June 30, 2022.

Appoint the School Business Administrator, as Public Agency Compliance Officer for purchasing and liaison official with the authority to recommend the appropriate corrections to the district's contracting procedures as required by the NJ Division of Contract Compliance and Equal Opportunity Office.

Approve the bonding of the School Business Administrator as Board Secretary per state law.

Approve re-establishment of the petty cash fund in the amount of $250, naming the School Business Administrator as custodian:

Location	**Amount**	**Maximum Single Expenditure**	**Responsible Administrator**
Board Office	$250	$25	Business Administrator

Approve the Standard Operating Procedures Manual for the 2022-2023 school year.

Approve the Purchasing Procedures Manual for the 2022-2023 school year.

Approve the contract with Automated Building Controls for the 2021-2022 school year for repairs and maintenance on the HVAC systems of the district.

Approve the contract with Automated Building Controls for the 2022-2023 school year for repairs and maintenance on the HVAC systems of the district.

Approve CDW contract for technology upgrades, including laptops, chromebooks, wiring and supplies, as named in the 2021-2022 budget, through ESCNJ 18/19-03 for an amount not to exceed $170,000 for the 2021-2022 school year.

Approve CDW contract for technology upgrades, including laptops, chromebooks, wiring and supplies, as named in the 2022-23 budget, through ESCNJ 18/19-03 for an amount not to exceed $170,000 for the 2022-2023 school year.

Authorize the Board Secretary to advertise for and receive bids for supplies, equipment and services for the 2022-2023 school year when required by the Public School Contracts Law.

Approve the following resolution authorizing the procurement of goods and services through the New Jersey state purchasing agency:

> **WHEREAS**, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and,
>
> **WHEREAS**, the Tewksbury Township School District has the need, on a timely basis, to procure goods and services utilizing state contracts, and,
>
> **WHEREAS**, the Tewksbury Township School Board of Education desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year,
>
> **NOW THEREFORE BE IT RESOLVED**, that the Tewksbury Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing all state contracted vendors.

Authorize the renewal of cooperative agreements between the Tewksbury Township School District and the following:

- Somerset County Cooperative Program (SOCCP)
- The Educational Services Commission of New Jersey
- Morris County Cooperative Pricing Council (MCCPC)
- Hunterdon County Educational Services (HCESC)

Approve the contract renewal between the Tewksbury School District and Frontline Education for the period July 1, 2022 through June 30, 2023 for the Absence, Substitute Management System, and Teacher Evaluation, and IEP Direct System.

Approve Rullo & Juliet Associates, Inc. as the district's Right To Know and PEOSH Hazard communication consultant for the 2022-2023 school year.

Approve the renewal of Water Management Services, Inc. as our wastewater treatment plant operator for the 2022-2023 school year.

Approve the renewal of Ahera Consultants Incorporated for asbestos and indoor air quality services for the 2022-2023 school year.

Approve the renewal of Dynamic Pest Control for Integrated Pest Management Services for the 2022-2023 school year.

Approve the Superintendent to hire additional personnel as needed for the 2022-2023 school year with subsequent approval at the next Board Meeting.

Approve all teachers to serve on the I&RS committee on an as needed basis.

Authorize the Superintendent to declare miscellaneous items no longer needed as surplus and to dispose of those items if and when necessary.

Approve the Tewksbury Township School District Board of Education and the Educational Services Commission of Morris County - Professional Support Agreement for the 2022-2023 school year.

Approve the benefit year for New Jersey earned sick leave as July 1, 2022 to June 30, 2023.

Approve the shared transportation services agreement between the Tewksbury Township Board of Education and the Readington Township Board of Education for the 2022-2023 school year.

Approve the contract between the Hunterdon County Educational Services Commission Board of Education and the Tewksbury Township School District Board of Education to provide public school services for the 2022-2023 school year beginning July 1, 2022 through June 30, 2023.

Approve the Resolution for Participation in Coordinated Transportation Agreement between the Tewksbury Township Board of Education and the Hunterdon County Educational Services Commission (HCESC) for the 2022-2023 school year beginning July 1, 2022 through June 30, 2023.

Approve the contract for the Participation in Coordinated Transportation with Warren County Special Services School District (WCSSSD) for the 2022-2023 school year on an as needed basis (plus a 4% administration fee).

Approve the annual appointment of Hunterdon Family Medicine at Hickory Run to be the District's Medical Inspector for the 2022-2023 school year.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Absent: None.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Mr. Deo and seconded by Ms. Munoz to close the public comment portion of the meeting.

All in Favor: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Suleyka Munoz, Khadija Niang, William Simon, Andrea Stein, Michael Deo

PERSONNEL: Dr. Shouffler proposed the job description for a Supervisor of Instruction and Programs and the change in personnel to move the current Supervisor of the Child Study Team into this position and advertise for a Supervisor of Special Services who will also serve another role on our CST team. Ms. Goguen stated that the district is having a difficult time retaining custodial staff and would like to propose the creation of an Assistant Coordinator of Buildings and Grounds which will allow us to retain and grow the staff.

Motion was made by Mr. Deo and seconded by Dr. Simon to approve the following:
Discussion: None

Accept, with regret, the resignation of Courtney Shideler, Instructional Aide/Paraprofessional, effective June 21, 2022. (TES-AIDE-INST-04)

Accept, with regret, the resignation of Ben Karmondi, Custodian/Maintenance, effective June 17, 2022. (DIST/MAINT-01)

Approve the job description for the Assistant Coordinator of Buildings and Grounds.

Approve the job description for the Supervisor of Instruction and Programs.

At the recommendation of the Superintendent, approve Megan Verderamo as the Supervisor of Instruction and Programs starting on September 1, 2022.

At the recommendation of the Superintendent, approve the employment contract between the Tewksbury Township Board of Education and Heather Goguen as School Business Administrator commencing on July 1, 2022 through June 30, 2023.

At the recommendation of the Superintendent, approve Tom Lobb as part time summer 2022 Custodial/Maintenance staff member at the rate of $19/hour, not to exceed 30 hours per week for 10 weeks.

At the recommendation of the Superintendent, approve the following staff for Summer 2022 Curriculum Writing.

Name	Curriculum	Hours	Rate
Kristen Rinehart	Grades K-5 Technology (Update curriculum with new standards)	Up to 5 Hours Per Grade	Curriculum Development Rate as per TEA Contract
Peter Berg	Grades 6-8 Technology (Update curriculum with new standards)	Up to 5 Hours Per Grade	Curriculum Development Rate as per TEA Contract
Emily Searle	Grades 5-8 Digital Literacy (Update curriculum with new standards and new sequence)	Up to 5 hours per grade	Curriculum Development Rate as per TEA Contract
Frank Mezle	Grades K-8 21st Century Learning/Career Ready Practices (Update curriculum with new standards)	Up to 25 hours	Curriculum Development Rate as per TEA Contract
Tom Lobb	Grades K-8 Health and PE (Update curriculum with new standards)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Liz Gentile	Kindergarten Social Studies (Update curriculum with new standards and new resources)	Up to 20 hours per grade	Curriculum Development Rate as per TEA Contract
Becky Chapman	Grade 1 Social Studies (Update curriculum with new standards and new resources)	Up to 20 hours per grade	Curriculum Development Rate as per TEA Contract

Camille Bristow	Grade 2 Social Studies (Update curriculum with new standards and new resources)	Up to 20 hours per grade	Curriculum Development Rate as per TEA Contract
Nicole Fuentes	Grade 3 Social Studies (Update curriculum with new standards and new resources)	Up to 20 hours per grade	Curriculum Development Rate as per TEA Contract
Patsy DelGrande	Grade 4 Social Studies (Update curriculum with new standards and new resources)	Up to 20 hours per grade	Curriculum Development Rate as per TEA Contract
Peter Berg	Grades 7 and 8 Social Studies (Update curriculum with new standards and new supplemental resources)	Up to 12.5 hours per grade	Curriculum Development Rate as per TEA Contract
Cathy Zisk	Grades 7 and 8 Social Studies (Update curriculum with new standards and new supplemental resources)	Up to 12.5 hours per grade	Curriculum Development Rate as per TEA Contract
Fay Perticari	Grade K ELA (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Becky Chapman	Grade 1 ELA (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Camille Bristow	Grade 2 ELA (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Patsy DelGrande	Grade 3 ELA (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Bonnie Wade-Taffera	Grade 4 ELA (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Nicole Amato	Grade 5 ELA (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Amanda Kouzis	Grade 6 ELA (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Fay Perticari	Grade K Math (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Julieen Picardo	Grade 1 Math (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Pam Nugent	Grade 2 Math (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Aimee Emge	Grade 3 Math (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract
Alysssa Forsythe	Grade 4 Math (Update Scope and Sequence)	Up to 10 hours per grade	Curriculum Development Rate as per TEA Contract

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Absent: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: None.

ADJOURNMENT: Motion was made by Mr. Deo and seconded by Ms. Munoz to adjourn the meeting. The time was 8:05 p.m.

All in Favor: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Suleyka Munoz, Khadija Niang, William Simon, Andrea Stein, Michael Deo

Motion carried.

Respectfully submitted,

Heather Goguen
Board Secretary