

Members Present Kevin Wigoda

Members Absent

Albert D. Marazas

Christopher M. Bowers

Jessica M. McGrath

James T. Croley, II

Michael Andruchek

James O'Brien, Jr.

Cynthia Lubinsky

Sarah R. Newton

The regular monthly meeting of the Minersville Area Board of Education was held in the Career & Counseling Center of the Junior-Senior High School and Zoom on Wednesday evening, May 22, 2024. The meeting was called to order by President, Kevin Wigoda at 7:00 PM.

On roll call, the following responded: Kevin Wigoda, Albert D. Marazas, Jessica McGrath, Michael Andruchek, Cynthia Lubinsky, Sarah Newton, Christopher Bowers, James T. Croley, II and James O'Brien.

Others present: Carl G. McBreen, Superintendent; Brittany K. Doyle, Business Manager; Michael Maley, High School Principal; Todd Rizzardi, Assistant Principal; Nannette Bentz, Elementary Principal; Jill Atkinson, Special Education Director; Nicholas A. Quinn, District Solicitor; and Barbara Conville, Secretary to the Superintendent/Assistant to the Secretary.

MOTION - by Lubinsky, seconded by Newton, to approve the minutes of the regular meeting of April 24, 2024. Motion carried on a unanimous voice vote.

Approve Meeting
Minutes of 04/24/2024

MOTION - by Marazas seconded by Newton to approve the Finance Committee Meeting minutes of May 14, 2024. Motion carried on a unanimous voice vote.

Approve Finance
Committee Meeting
Minutes of 05/14/2024

AGENDA

Dr. McBreen began with the agenda items, first asking for a moment of silence for twenty seven year maintenance employee, Robert Padelsky, who passed earlier in the month. MOTION - by Newton, seconded by McGrath and acknowledged by all to recognize this moment of silence.

R. Padelsky Moment of
Silence

Dr. McBreen turned the meeting over to Mr. Maley for Student of the Month introductions.

MOTION - by Bowers, seconded by O'Brien to acknowledge the May 2024 Students of the Month as Ella Tarlecky and Luke Stevenosky. Mr. Maley read the biography of both who were unable to attend. Congratulations was extended to both students. Mr. Maley introduced students on the SEAL team as Logan Rizzardi, not present; Austin Hydock, who explained the teams' initiative, and Ayden Kurtek. All three students were involved in a challenge that included a drone to hover over QR codes. All were congratulated for their efforts.

Students of the Month

All in favor on a voice vote. Motion carried.

MOTION - by Bowers, seconded by O'Brien to also acknowledge a donation by Ms. Kathryn Wessbecher, of Port St. Lucie, FL, of 1937 through 1947 yearbooks and nostalgic items for district archives.

Donation of yearbooks
and artifacts

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Marazas to acknowledge all the winners of the May 6, 2024 Science Fair under the supervision of Mrs. Kelly Boyer. Several students, Grace Zulick, Remington Montag, and Abby Moran, each explained their projects. A short recess allowed for board to interact with students and ask questions regarding their projects.

Science Fair Winners

Physical Science I:

1st Place: Karlie Carr - "What water bottle can keep ice from melting?"

2nd Place: John Zelinsky - "Can a potato power a light bulb?"

3rd Place: Kendyll Quintinsky - "Which bat has a better launch on it?"

Physical Science II:

1st Place: Harper Yoder - "Soccer with pendulum"

2nd Place: Laim Fegley - "Can the Life Span of a Soap Bubble Be Extended in

Different Temperatures and Atmospheric Conditions?"

3rd Place: Kushon Sims - "What football can you kick farther: one with helium or a regular football?"

Botany:

1st Place: Jessica Vargo - "Does music help plants grow and does the type of music make a difference?"

2nd Place: Riley Shaffer - "Which brand of soil will make plants grow the tallest?"

3rd Place: Natalie Brown - "Is it possible to transfer fluorescent colors into flowers through water absorption?"

Biology:

1st Place: Grace Zulick - "Do people retain information better when hearing it or seeing it?"

2nd Place: Lila Maley - "Which city has more germs: Pottsville or Philadelphia?"

3rd Place: Olivia Bolinski - "How do different genres of music affect the heart rate?"

Chemistry:

1st Place: Remington Montag - "What type water melts ice the fastest?"

2nd Place: Seriena Renninger - "What cleans quarters the best?"

3rd Place: Lyla Clay - "How do different beverages affect your teeth?"

Food Science:

1st Place: Abby Moran - "Can a solar oven cook a pizza?"

2nd Place: Ellie Misstishin - "Which popcorn brand has more popped popcorn and which is the least amount?"

3rd Place: Anabella Partington - "How do Reese's Pieces change in various liquids?"

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by McGrath to reconvene the meeting at 07:18 PM. All in favor, and the meeting continued.

Resume meeting

MOTION - by O'Brien, seconded by Lubinsky to record in minutes the monetary donation of \$200 from Friends at Llewellyn to purchase library books for Llewellyn Early Childhood Center library and the Elementary Center in memory of Mrs. Maria Gore's father, Mr. Norman R. Spotts, Sr.

Library donation

All in favor on a voice vote, motion carried.

MOTION - by Bowers, seconded by O'Brien to approve the following "Use of Facility" requests approved by the Superintendent under standing policy:

Use of Facilities

- a. 05/13/2024 - Golf Team - Golf meeting in classroom 150 and teacher parking lot - 2:30 PM - 4:30 PM for a team meeting and assessment.
- b. 05/23/2024 - Senior Class - Senior Breakfast and Flag raising in the teacher parking lot and hill area from 7:40 AM - 9:30 AM.
- c. 06/10/2024 - 06/12/2024 - Boys' Basketball - Youth Summer Camp - use of the high school gymnasium - times TBD.
- d. 06/05/2024; 06/12/2024; 06/20/2024; 07/08/2024; 07/15/2024 - Boys' Basketball - high school gymnasium - June date 5:00 PM - 9:00 PM, July dates 8:30 AM - 12:30 PM for summer league games.
- e. 06/05/2024 - 08/14/2024 - Summer Band Program every Wednesday from 4:00 PM - 5:00 PM with a concert on 08/14/2024 at 4:00 PM.
- f. 06/11/2024 - LERTA Public Meeting - High School Auditorium - 6:00 PM - 8:00 PM.
- g. 05/21/2024 and 05/24/2024 - Golf Team - Teacher's parking lot - 2:45 PM - 5:00 PM.

On a voice vote, all in favor. Motion carried.

MOTION - by Marazas, seconded by Andruchek to approve payment for credits earned to:

- a. Jessica Brown - 6 credits @ \$516 = \$3,096
- b. Alyssa McDonald - 3 credits @ \$516 = \$1,548
- c. Erin Zollars - 6 credits @ \$516 = \$3,096

On a roll call vote, all in favor.

MOTION - by O'Brien, seconded by Croley to authorize proper signatures on revised Title I - Letter of Agreement between the Minersville Area School District and Schuylkill Intermediate Unit #29 for the 2023/2024 school year in the amount of \$11,427.03.

On a roll call vote, all in favor. Motion carried.

MOTION - by Andruchek, seconded by Lubinsky to authorize the Superintendent to sign renewal with Utica National Insurance Group and AmTrust North America for 2024/2025 Insurance Package (commercial package, commercial auto, umbrella, and workers' compensation) with The Seltzer Group (Broker of Record) in the amount of \$125,362. Note: 2023/2024 was \$120,476.

All members in favor on a roll call vote. Motion carried.

MOTION - by McGrath, seconded by Lubinsky to authorize the Superintendent to sign renewal with Travelers for 2024/2025 Cyber Liability Insurance with The Seltzer Group (Broker of Record) in the amount of \$16,041. Note: No change from prior year.

On a roll call vote, all in favor. Motion carried.

MOTION - by Newton, seconded by Bowers to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Football coaching positions for the 2024/2025 season at the approved salaries.

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Justin Frantz	Head Coach	TBD
Jeff Cutler	Assistant	TBD
Dan Hopkins	Assistant	TBD
Joseph Kavanaugh	Assistant	TBD
Chad Marquardt	Assistant	TBD
Dylan Reber	Assistant	TBD
Gino Yourey	Assistant	TBD
Noah Charowsky	Assistant	Volunteer
Matthew Hirsch	Assistant	Volunteer
Edward Moran	Assistant	Volunteer
Scott Rizzardi	Assistant	Volunteer
Scott Yagielniskie	Assistant	Volunteer
Steve Young	Assistant	Volunteer

On a voice vote, all members in favor. Motion carried.

MOTION - by Newton, seconded by McGrath to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Girls' Soccer coaching positions for the 2024/2025 season at the approved salaries

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Nathan Parent	Head Coach	TBD
Joel Motuk	Assistant	TBD
Tonya Yob	Assistant	Volunteer

Credit reimbursements

Revised 2023/2024
Letter of Agreement -
Title I

Utica Nation Insurance
2024/2025

2024/2025 Travelers
Cyber Insurance

Football Coaches
2024/2025

Girls' Soccer Coaches
2024/2025

All in favor on a voice vote. Motion carried.

Cross Country Coaches
2024/2025

MOTION - by Newton, seconded by Bowers to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Cross Country coaching positions for the 2024/2025 season at the approved salaries

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Jason Burgess	Head Coach	TBD
Jennifer Burgess	Assistant	TBD
Bridget Dougherty	Assistant	Volunteer
Kevin Dougherty	Assistant	Volunteer
Brandon Oakill	Assistant	Volunteer

On a voice vote, all members voted in favor. Motion carried.

MOTION - by Bowers, seconded by Newton to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Head Coaching positions for the 2024/2025 season at the approved salaries.

Basketball Head
Coaches 2024/2025

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Emily Mealey	Head Coach - Girls' Basketball	TBD
Dave Mullaney	Head Coach - Boys' Basketball	TBD

On a voice vote, all members voted in favor. Motion carried.

MOTION - by Newton, seconded by McGrath to approve on recommendation of the Athletic Director Mr. Rich Dry, the following Volleyball coaching positions for the 2024/2025 season at the approved salaries.

Volleyball Coaches
2024/2025

<u>Name</u>	<u>Position</u>	<u>Salary</u>
John Kostishak	Head Coach	TBD
George Bondura	Assistant	Volunteer
Morgan Zimerofsky	Assistant	Volunteer

On a voice vote, all in favor. Motion carried.

MOTION - by Newton, seconded by Bowers to on recommendation of the Athletic Director, Mr. Rich Dry, the following Cheer positions for the 2024/2025 season at the approved salaries

Cheer Coaches
2024/2025

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Kathryn Valukevich	Head Coach	TBD
Jennifer Land	Assistant	TBD
Melissa James	Assistant	Volunteer

On a voice vote, all in favor. Motion carried.

MOTION - by Newton, seconded by McGrath to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Golf positions for the 2024/2025 season at the approved salaries.

Golf Coaches 2024/2025

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Raymond Sukeena	Head Coach	TBD
David Gonzalez	Assistant	TBD
Nathan Parent	Assistant	Volunteer

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by O'Brien to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Boys' Soccer positions for the 2024/2025 season at the approved salaries.

Boys' Soccer Coaches
2024/2025

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Ed Burke	Head Coach	TBD
Charmane Burke	Assistant	TBD
Chris Bowers	Assistant	Volunteer
Matt Leitzel	Assistant	Volunteer
Koda Whalen	Assistant	Volunteer

All in favor on a voice vote. Motion carried.

MOTION - by Marazas, seconded by Newton to approve on recommendation of the Athletic and Activities Committee the extra-curricular staff salaries for 2024/2025 as per attached listing.

2024/2025 Extra
Curricular staff salaries

On roll call, all voted unanimously in favor. Motion carried.

MOTION - by Marazas, seconded by O'Brien to approve on recommendation of the Finance Committee the tentative General Fund Budget for 2024/2025 in the amount of \$24,527,143 and cause it to be properly advertised and posted for inspection thirty (30) days prior to final adoption.

2024/2025 Budget

On roll call, all in favor. Motion carried.

MOTION - by Marazas, seconded by Andruchek to continue in force, the following school taxes:

2024/2025 School taxes

- a. School Code
\$5 Per Capita
- b. Act 511
\$5 Per Capita
- c. \$5 Local Service Tax (LST)
- d. \$200 Occupation Tax
- e. 1%* Realty Transfer
- f. 1%* Earned Income Tax

* 0.5% for school district; 0.5% for municipalities

On roll call vote, all in favor. Motion carried.

MOTION - by Bowers, seconded by O'Brien to approve on recommendation of the Athletic Committee the Tentative Athletic Account Budget for 2024/2025 in the amount of \$218,315. Note: 2023/2024 budget \$183,515.

2024/2025 Athletic
Budget

All in favor on a unanimous roll call vote. Motion carried.

MOTION - by O'Brien, seconded by Croley to approve athletic season passes recommended by Athletic Director for 2024/2025 as follows:

2024/2025 Athletic
Season Passes

	<u>2024/2025</u>	<u>2023/2024</u>
a. Adults	\$ 80.00	\$70.00
b. Students	\$ 40.00	\$35.00
c. Family {4}	\$180.00	\$160.00

Note: Recommend increase in 2024/2025 as last change was in 2019/2020.

On roll call, all in favor. Motion carried.

MOTION - by Lubinsky, seconded by McGrath to approve the following athletic wages per event recommended by Athletic Director for 2024/2025 as follows:

2024/2025 Athletic
wages set

	<u>2024/2025</u>	<u>2023/2024</u>
a. Ticket Sellers	\$30.00	\$25.00
b. Ticket Collectors	\$25.00	\$20.00
c. Scoreboard Operator	\$30.00	\$25.00

d. Parking Lot Attendant	\$25.00	\$20.00
e. Football Chain Marker	\$25.00	\$20.00
f. Video/Statistician	\$30.00	\$25.00
g. Announcer	\$25.00	\$20.00
h. Cross/Track Event Worker	\$30.00	\$30.00
i. Basketball Bookkeeper	\$40.00	\$35.00
j. Security	\$50.00	\$50.00

Note: Recommend increase in 2024/2025 as last change was in 2019-2020 except for h and j which were increased in 2023/2024 from \$20.00 and \$45.00, respectively.

On a roll call vote, all in favor. Motion carried.

MOTION - by Marazas, seconded by Andruchek to establish Real Estate Tax for 2024/2025 at 47.29 mills.

Real Estate Tax Rate
2024/2025 set

On roll call, all voted in favor. Motion carried.

MOTION - by O'Brien, seconded by McGrath to approve the following resolution:

Homestead/Farmstead
resolution

"Be It Resolved that Minersville Area School District implements the homestead-farmstead exclusion to take effective July 1, 2024. The fiscal 2024 exclusion amount is \$236.63 for eligible property owners."

Note: a. 2,295 eligible property owners in Minersville Area School District.

b. \$541,526.82 total tax reduction funds from Pennsylvania gambling revenue Sterling Act.

Again, on roll call, all members in favor. Motion carried.

MOTION - by Marazas, seconded by Lubinsky to approve on recommendation of the Finance Committee the 2024/2025 administrative, secretarial, technical/service, and hourly staff salaries as per attached listing.

Administrative,
secretarial, tech, hourly
wages 2024/2025

On roll call, Newton abstained, all other members voted in favor. Motion carried.

MOTION - by McGrath, seconded by Bowers to approve the 2024/2025 bus aide wage schedule per daily run as follows:

Bus Aide Wages
2024/2025

a. 0-30 minutes	\$28.00
b. 31-60 minutes	\$34.00
c. 61-90 minutes	\$40.00
d. 91-120 minutes	\$46.00
e. 121-150 minutes	\$52.00
f. 151-180 minutes	\$56.00
g. 181-210 minutes	\$62.00
h. 211-240 minutes	\$68.00
i. 241-270 minutes	\$74.00
j. 271-300 minutes	\$81.00

All in favor on a roll call vote. Motion carried.

MOTION - by Bowers, seconded Lubinsky to approve the Board appointments for 2024/2025:

Board appointments

a. Board Treasurer	1 year	Albert D. Marazas	\$ 1,800
b. Board Secretary	1 year	Jessica McGrath	N/A
c. Board Assistant Secretary	4 years	Barbara Conville	1,800
d. District Solicitor	1 year	Nicholas A. Quinn	2,250
e. Treas., Cafeteria Fund	1 year	Michael Maley	N/A
	1 year	Brittany Doyle	N/A
	1 year	Marissa McGovern	N/A

	1 year	Tammy Roberts	N/A
	1 year	Barbara Conville	N/A
f. Treas., HS Activities	1 year	Michael Maley	N/A
	1 year	Brittany Doyle	N/A
	1 year	TBD	N/A
	1 year	Barbara Conville	N/A
g. Treas., HS Athletics	1 year	Michael Maley	N/A
	1 year	Brittany Doyle	N/A
	1 year	Tammy Roberts	N/A
	1 year	TBD	N/A
	1 year	Barbara Conville	N/A
h. District Depository	1 year		
General Fund		LinkBank	N/A
Athletic Fund		LinkBank	N/A
Payroll Account		LinkBank	N/A
Activities Account		Mid Penn Bank	N/A
Cafeteria Fund		Mid Penn Bank	N/A
i. District Dentist	1 year	Smile Programs...The Mobile Dentist	
School Physician	6 years	Lehigh Valley Health Network	\$ 9 / s t u d e n t
		(Addendum to Sports Medicine contract)	

On roll call, all in favor. Motion carried.

MOTION - by Lubinsky, seconded by Andruchek to ratify without objection the Petition to Compromise filed by International Ministries Evangelical Church Ark of Refuge with respect to Tax Parcel #52-2-648 for abatement of back taxes. (Note: No taxes were paid, no refund required, County and Borough are in agreement)

Petition to Compromise

All in favor on a voice vote. Motion carried.

MOTION - by Lubinsky, seconded by O'Brien to accept the following resignations:

Resignations

	<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Service Length</u>	<u>Purpose</u>
a.	Harry Pytak	Professional Employee, Non-tenured	05/06/2024	5 months	Personal reasons
b.	Lauren Tobin	Special Education Secretary	05/28/2024	7.25 years' service	Other employment
c.	Clifford Woodford	Professional Employee, Tenured	05/31/2024	35 years' service	Retirement

All in favor on a voice vote. Motion carried.

MOTION - by Bowers, seconded by Lubinsky to ratify the hire of the following individuals:

New hires

	<u>Name</u>	<u>Position, subject to assignment</u>	<u>Salary</u>	<u>Step</u>	<u>Effective Date</u>
a.	Jordanna Hess	Part-time CNA, Llewellyn Early Childhood Center	\$16.73/hr.	n/a	05/20/2024
b.	Bridget Pomian	Part-time Custodial, General, HS	\$19.65/hr.	n/a	05/06/2024
c.	Joseph Pothering	Part-time Custodial, Maintenance, EC	\$20.15/hr.	n/a	05/20/2024
d.	Cindy Murphy	Part-time Custodial, General, HS	\$19.65/hr.	n/a	05/28/2024
e.	Lynn Stuetzle	Part-time Custodial, General, EC	\$19.65/hr.	n/a	05/20/2024

On roll call vote, all in favor. Motion carried.

MOTION - by O'Brien, seconded by Croley to ratify the change in assignment for Marilyn White from part time maintenance custodian to full-time maintenance custodian effective May 6, 2024 at a rate in accordance with the Collective Bargaining Agreement. Note: No change in rate.

M. White PT to FT

On role call, all in favor. Motion carried.

MOTION - by Newton, seconded by McGrath to approve the termination of employee #1701 effective May 14, 2024, due to dereliction of duties.

Termination

All in favor on a voice vote. Motion carried.

MOTION - by O'Brien, seconded by Andruchek to approve on recommendation of Mr. Greg Stephen, Head of Maintenance, to reclassify Andrew Conville from full-time general custodian to full-time maintenance custodian effective May 25, 2024 at a rate in accordance with the Collective Bargaining Agreement.

A. Conville reclassified

On roll call, all members voted in favor. Motion carried.

MOTION - by Newton, seconded by Lubinsky to approve an additional 2023/2024 Department Chair to include AimsWeb Coordinator as Mr. Al Matakoni at a salary of \$500.

Dept Chair - AimsWeb

All members voted in favor on a roll call vote. Motion carried.

MOTION - by Bowers, seconded by Andruchek to approve on recommendation of Mr. Michael Maley to contract fifteen (15) days each for student scheduling and the transition of a new principal, with a maximum of twenty (20) each per diem rate for Mrs. Rachelle Jones and Mrs. Melissa Maness, Guidance Counselors, during the summer break.

Guidance Summer Hours

All in favor on a roll call vote. Motion carried.

MOTION - by Bowers, seconded by McGrath to approve the internal transfer of Ms. Shannon Baker from full-time Psychology Secretary to full-time Special Education Secretary effective May 29, 2024 at a prorated 2024/2025 salary of \$34,198.

S. Baker to Sp. Ed. Secretary

On roll call, all members voted in favor. Motion carried.

MOTION - by Bowers, seconded by Lubinsky to approve a stipend for 2024/2025 of \$3,000 and also prorated effective May 29, 2024 for Ms. Shannon Baker as Access Coordinator.

Access Coordinator stipend - S. Baker

On roll call, all in favor. Motion carried.

MOTION - by Bowers, seconded by O'Brien to approve the transfer of Ms. Rochelle Jones from Special Education teacher under the professional contract to 200-day Special Education Supervisor at the Elementary Center beginning the 2024/2025 school year at a salary of \$60,000 with a \$2,000 one-time salary increase when certification is achieved.

R. Jones - Sp. Ed. Supervisor, EC

On roll call, Lubinsky abstained and all others voted in favor. Motion carried.

MOTION - by Bowers, seconded by McGrath to approve the yearly review of the following Board Policy:

Policy review

a. 249 - Bullying/Cyberbullying

All in favor on a voice vote. Motion carried.

MOTION - by Lubinsky, seconded by O'Brien to acknowledge the Disabled Veteran's Real Property Tax Exemption for Mr. Damian Shoop, 46 Mountain View Lane, Pottsville, PA 17901 approved April 16, 2024.

Disabled Veteran's Exemption

On a voice vote, all in favor. Motion carried.

STAFF REPORTS

Staff Reports

Reports were included in the Livebinder for review and administrators highlighted their reports. Solicitor Quinn called attention in his report to the LERTA proceedings on June 11th at 6 PM in the High School Auditorium. He also thanked the Board for reappointing him as the District Solicitor for his 38th year.

FINANCIAL STATEMENTS

MOTION - by Marazas, seconded by O'Brien to approve the Treasurer's Report as prepared and submitted. On a voice vote - all in favor; Motion passed.

Treasurer's Report

MOTION - by Andruchek, seconded by Lubinsky to ratify the payment of bills for May 2024 from the General Fund in the amount of \$1,340,231.28; Cafeteria Account in the amount of \$1,787.18; 21st CCLC - Schuylkill Achieve Account in the amount of \$1,120.00; Federal Programs Account in the amount of \$17,365.84; High School Athletics in the amount of \$14,233.23; High School Activities Account in the amount of \$4,465.97 for a total bills payable \$1,379,203.50.

All in favor on a voice vote. Motion carried.

MOTION - by Marazas, seconded by O'Brien to approve Statement of Taxes as prepared and submitted. All in favor on a voice vote. Motion passed.

Statement of Taxes

COMMITTEE REPORTS

Marazas stated that Finance Committee Meeting minutes were included in the Livebinder. Andruchek discussed an upcoming Building & Grounds Meeting to review upcoming 2024/2025 projects. Bowers told the Board that the IU #29 is still searching for an Executive Director and that they would be interviewing two (2) candidates in addition to Shannon Brennan, Acting Executive Director. Croley stated he is searching for grants to fund the needed upgrades to the football field lighting.

Committee Reports

Newton stated she would like an Executive Session following the conclusion of the meeting to discuss personnel.

CORRESPONDENCE

None.

Correspondence

OLD BUSINESS

None.

NEW BUSINESS

None.

There being no further business to report or discuss, the meeting adjourned on MOTION by Lubinsky, seconded by Bowers at 7:56 PM.

Respectfully submitted,

Jessica McGrath

Jessica McGrath, Secretary

Barbara J. Conville

Barbara J. Conville, Assistant to the Secretary