

BOARD OF EDUCATION MAYWOOD PUBLIC SCHOOLS

January 30, 2025 @ 7:00pm
MAS Large Gymnasium

Revised - REGULAR MEETING AGENDA

A. Call to Order

1. Roll Call

Mr. Taylor, President
Ms. Kiely, Vice-President
Mr. Cilento
Mr. O'Neill
Mr. Ramirez
Ms. Soriano
Mr. Velez

2. Flag Salute

3. Adequate notice of this meeting was provided on January 7, 2027, in accordance with the New Jersey Statutes 10:4-6 et seq. as follows: Posted by the Board Secretary in the Board of Education Office, 452 Maywood Avenue, emailed to Our Town and The Record newspapers, and emailed to the Municipal Building for posting on the Municipal Bulletin Board in the Borough Clerk's Office, 15 Park Avenue.

All staff motions have been recommended by the Superintendent of Schools, subject to approval by the New Jersey Department of Education, Chapter 116, PL 1986, Provisional Employment, pending criminal history background check.

SPECIAL PRESENTATIONS/RECOGNITION

MAS Academic Distinction Student Awards

- B. Superintendent's Report/HIB Report - There were no HIB related incident to report this month.

C. Board Secretary's Report

D. Committee Reports

Buildings & Grounds:	Mr. F. Cilento
Finance:	Mr. K. Taylor
Curriculum:	Ms. L. Soriano
Policy:	Ms. G. Kiely
Personnel:	Ms. L. Soriano
Safety/OEM:	Mr. F. Cilento
Technology	Mr. R. Velez
Community Relations (Ad Hoc):	Ms. G. Kiely
Negotiations (Ad Hoc):	Mr. K. Taylor

Liaison Reports

Legislation/NJSBA & BCSBA Delegate:	Mr. J. O'Neill
Mayor and Council:	Mr. F. Cilento
MAS PTO:	Ms. G. Kiely
Memorial PTO:	Mr. M. Ramirez
Becton Board of Education	Mr. R. Velez
Seniors:	Ms. L. Soriano
Library:	Ms. L. Soriano

Revised Meeting Agenda – January 30, 2025

- F. Correspondence
- G. Open to the Public (Agenda Items Only)
- H. Board Comments
- I. Old Business
- J. **New Business**

BL.9 Meeting Block Motion/Approval to Vote on Monthly Motions as a Group

Any board member who takes exception to any of the following listed actions may so indicate now and a separate motion for each of the excepted motions will be entertained.

RECOMMENDED ACTION - "move that the following actions of the Maywood Board of Education numbered _____ excepting action(s) _____ to be approved as shown on the agenda dated January 30, 2025."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

A.150 Acceptance of Minutes – “that the Board accept the following minutes of the Board of Education meetings.”

12/18/24 Work Session, Regular Meeting, Closed

1/07/25 Re-organization Meeting

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

A.151 Acceptance of Recorded Fire/Security Drills - "that the Board accept the following recorded Fire/Security Drills for December 2024:

MEM:

12/17/24 Fire Drill

12/20/24 Shelter in Place

MAS:

12/18/24 Fire Drill

12/20/24 Code Blue

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

A.152 Approval of the Audit Report – “that the Board accept the 2024-2025 Comprehensive Annual Financial Report, the Audit Synopsis, and the Annual Management Report.”

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

A.153 Approval of Corrective Action Plan – “that the Board approve the corrective action plan, as set forth in the CAFR, June 2024 Audit, that states that the following:

There are no recommendations

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- A.154 Approval of District Threat Assessment Team** – “that the Board approve the following staff members to be on the *Maywood District Threat Assessment Team*:

Michael Jordan	Carly Byrnes	Sheryl Spencer
Keith Timmins	Jessica Cataldi	Brielle Smith
Kerry Leto	Michael Capone	Karen Brickett
Christina Blundo	Bob Francaviglia	Dan Pitre

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- A.155 Approval of Emergency Evacuation Drill** – “that the Board approve the *Emergency Evacuation Drill* that took place on 1/10/2025.”

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- A.156 Approval of Membership** – “that the Board approve its membership in the *Region V Suerpintendents’ Advisory Council* for the 2025-2026 school year.”

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- A.157 Approval of Class Trips** – “that the Board approve the following class trips for the 2024-2025 school year;

7 th grade	10/25/24	Dr. Kaboom! Bergen Pac, Englewood, NJ
Kindergarten	4/28 & 429/25	Maywood Library

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- A.158 Approval of Field Trip Hardship** – “that the Board provide payment for 2 students whose names are on file in the Board of Education to attend the Fairview Lakes Trip. The cost of the trip is \$225 per student.”

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- A.159 Approval of Conference/Workshop Attendance** – “that the Board approve the following individual’s attendance at the specified conferences/workshops:

	<u>Conference</u>	<u>Date</u>	<u>Approx. Cost</u>
S. Spencer	NJ APSA Annual Winter Academy	2/28/25	\$149+mileage

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- A.160 Approval of Conference Attendance** – “that the Board approve the John Montany attend the 2025 NJSBGA Expo & Conference, March 23-26, 2025, in Atlantic City, NJ. The *estimated cost* is as follows:

Convention Registration	\$ 350.00
Mileage, Tolls, & Parking (approx. 266 miles roundtrip and \$5.00 parking fee)	\$ 130.02
Hotel Accommodations for 3 Nights (tax not incl.) (GSA allowable per diem rate is \$107.00 per night excluding tax)	\$ 321.00
Meals & Incidentals (Calculated as 2 days @ \$59.00 and 2 travel days@ \$44.25 each)	\$ 186.50

Total (estimated cost):	\$ 987.52
--------------------------------	------------------

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- A.161 Approval of Insurance Group Mmembersh Resolution** - “that the Board approve the following resolution to continue membership in the *Northeast Bergen County School Board Insurance Group*;

WHEREAS, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by NJ Title 18A-18B and;

WHEREAS, said Group was approved effective July 1, 1985 by the NJ Commissioner of Insurance and has been in Operation since that date and;

WHEREAS, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group, and;

WHEREAS, the Board of Education of Maywood has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;

NOW THEREFORE, be it resolved that the Board of Education of Maywood does hereby agree to renew membership in the Northeast Bergen County School Board Insurance Group and herby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2025 to June 30, 2028.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group’s Bylaws and to deliver the same to the Executive Director.”

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- A.162 Approval of SOA** – “that the Board approve the Statement of Assurance submitted for the *Use of Paraprofessionals* for the 2024-2025 school year.

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

A.163 Approval of Special Services - “that the Board approve the following service for student *LJ (Gr. 8)* for the 2024-2025 school year, as follows:

Service: Psychiatric Evaluation
Provider: Michael Lienhard Psychiatry L.L.C
Rate: \$850 per evaluation
Date: To be completed by 2/07/25
Total: \$850.00

Moved by _____
 Seconded by _____
 Vote _____
 Abstentions _____

A.164 Approval of Field Experience - “that the Board approve Katherine Bennin, a student at Montclair State University, for an on-site field experience as needed to complete her educational leadership program, to begin in May 2025.”

Moved by _____
 Seconded by _____
 Vote _____
 Abstentions _____

A.165 Approval of a Professional Development Provider - “that the Board approve *JK Personal & Professional Development, LLC* as a professional development training vendor.”

Moved by _____
 Seconded by _____
 Vote _____
 Abstentions _____

A.166 Approval of Special Services - “that the Board approve the following service for student *MC (PreK/MAP)* for the 2024-2025 school year, as follows:

Service: Developmental Evaluation
Provider: Dr. Batul Ladak, Saddle Brook
Rate: \$750 per evaluation
Date: To be completed by 2/01/25
Total: \$750.00

Moved by _____
 Seconded by _____
 Vote _____
 Abstentions _____

PO.2 Approval of Second Reading and Adoption– “that the Board approve the second reading and adoption of the following Policies and Regulations:

P 0162	Notice of Board Meetings
P 0168	Recording Board Meetings
P 0173	Duties of Public School Accountant
P 1220	Employment of Chief School Administrator
P&R 1240	Evaluation of Superintendent
P 1523	Comprehensive Equity Plan
P&R 2200	Curriculum Content
P 2365	Acceptable Use of Generative Artificial Intelligence
P 2415.50	Title I – School Parent and Family Engagement
P&R 2419	School Threat Assessment Teams

Revised Meeting Agenda – January 30, 2025

P&R 2423	Bilingual & ESL Education
P&R 3160	Physical Examination
P&R 3212	Attendance
P&R 4160	Physical Examination
P&R4212	Attendance
P 5111	Eligibility of Resident/Nonresident
P&R 5200	Attendance
P 5305	Health Services Personnel
P&R 5308	Student Health Records
P&R 5310	Health Services
P&R 5320	Immunization
P 5512	HIB
P&R 5516	Use of Electronic Communication Devices
P 5517	School District Issued Student ID Cards
P&R 5533	Smoking
P&R 5610	Suspension
P 5620	Expulsion
P 5701	Academic Integrity
P 5710	Student Grievance
P 5722	Student Journalism
P&R 5750	Equal Educational Opportunity
P&R 6112	Reimbursement of Federal & Other Grant Expenditures
P 6115.04	Federal Funds – Duplication of Benefits
P&R 6220	Budget Preparation
P 6311	Contracts for Goods or Services Funded by Federal Grants
P 6830	Audit & Comprehensive Financial Report
P&R 7101	Educational Adequacy of Capital Projects
P 7243	Supervision of Construction
P&R 7410	Maintenance & Repair
P&R 7441	Electronic Surveillance in School Buildings
P&R 8420	Emergency & Crisis Situations
R 8420.1	Fire Drills
P&R 8462	Reporting Potentially Missing or Abused Children
P 8500	Food Services
P 8508	Lunch Offer Versus Serve (OVS)
P&R 8630	Bus Driver Responsibility
P 9163	Spectator Code of Conduct for Interscholastic Events
P&R 9180	School Volunteers
P 9181	Volunteer Athletic Coaches
P&R 9320	Cooperation with Law Enforcement Agencies

Moved by _____

Seconded by _____

Vote _____

Abstentions _____

- P.112 Amendment to Motion P. - Approval of a Leave of Absence** - “that the Board approve an amendment to the dates of the maternity leave of absence for **Kelly (Fiedler) Zavodsky**, a teacher at MAS;

DATES:	REASON:
10/29/2024	Delivery Date
10/30/24 - 12/17/24	Period of disability (post-birth) with pay & health benefits
12/18/24 – 3/27/25	FMLA – unpaid leave with health benefits
3/28/25 – 4/30/25	Unpaid leave
5/1/2025	Anticipated date of return

*Post-birth disability extended due to doctor’s note

Moved by _____
 Seconded by _____
 Vote _____
 Abstentions _____

- P.113 Approval of Sub List** – “that the Board approve the following individuals be added to the substitute list for the 2024-2025 school year (*pending clearance*).”

Sub-Custodian

Yessenia Rodas
 Isa Quezada
 Jacinto Surriel

Sub-Teacher

Meghan Pfohl – NJ Sub-certificate

Moved by _____
 Seconded by _____
 Vote _____
 Abstentions _____

- P.114 Approval of Lateral Salary Moves** – “that the Board approve the following lateral salary moves, as per the MEA contract, to be effective February 1, 2025.”

<u>Name:</u>	<u>From:</u>	<u>Move to:</u>	<u>Step:</u>	<u>Salary:</u>
Manalili, Allison	MA Moving to	MA+15	4	\$61,661.00

Moved by _____
 Seconded by _____
 Vote _____
 Abstentions _____

- P.115 Approval of a Bus Aide Position** – “that the Board approve a new bus aide position for student, **MK (OOD/5)** @ South Bergen Jointure, Maywood for one hour each day, 5 days a week for the 2024-2025 school year.”

Moved by _____
 Seconded by _____
 Vote _____
 Abstentions _____

- P.116 Approval of a Bus Aide** – “that the Board approve Lisa VanDeWeert as a bus aide for student, MK (OOD/5) for one hour each day, 5 days a week for the 2024-2025 school year at her hourly rate. Start date of 1/13/25.”

Moved by _____
 Seconded by _____
 Vote _____
 Abstentions _____

- P.117 Approval of Maternity Leave Replacement** – "that the Board approve Olivia Kubler as the maternity leave replacement for K. Kraljic, from 2/4/25 – 6/30/25. She will be paid as a sub-teacher up until her NJ teacher certificate is issued, at that time she will be paid as a BA, Step 1 with a pro-rated salary of \$53,137.00."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- P.118 Approval of Leave Replacement** – "that the Board approve Gail Zybulewski as the leave replacement for K. Michalski, from 1/17/25 – 5/2/25. She will be paid as MA, Step 1 with a prorated salary of \$57,436.00."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- P.119 Approval of a Stipends** – "that the Board approve the following stipend positions for the 2024-2025 school year;

K. Yehle	HIT ELA instructor – 1x per week/8 weeks	\$ 600.00
N. Tufano	HIT ELA instructor – 1x per week/8 weeks	\$ 600.00
K. Ottah	HIT Math instructor – 2x per week/8 weeks	\$1200.00
A. Schenk	HIT Multilingual students – 2x per week/12 weeks	\$ 800.00

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.76 Approval of Check Run** - "that the Board approve a check run for *January* in the amount of: \$ 1,850,089.19."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.77 Approval of Check Run for Cafeteria Bills** - "that the Board approve a check run for cafeteria bills in *January* in the amount of: \$ 53,021.45."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.78 Approval of Final Board Reports** - "that the Board approve the final Board Secretary's Report, Treasurer's Report and Report of Transfers for June 30, 2024."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.79 Approval of Board Reports** - "that the Board approve the Board Secretary's Report, Treasurer's Report and Report of Transfers for July 31st, August 31st, September 31st, October 31st and November 30, 2024."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.80 Approval of Board Secretary's Report** - "that the Board approve the Board Secretary Report, as submitted, for **December 31, 2024.**"

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.81 Approval of Treasurer's Report** - "that the Board approve the Treasurer of School Monies Report, for **December 31, 2024.**"

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.82 Approval of Preliminary Transfer of Funds** - "that the Board approve the report of transfer of funds for **December 31, 2024.**"

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.83 Approval of Board Secretary's Monthly Certification** - "that the Board accept the preliminary Board Secretary's monthly certification on budget line status as follows: Pursuant to N.J.A.C. 6:20-2.13(d), I certify that as of **December 31, 2024** no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A.18A:22-8.1."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.84 Approval of Board's Monthly Certification** - "that the Board approve the preliminary Board's monthly certification Budgetary Major Account/Fund Status as follows: Pursuant to N.J.A.C.6A:23-2.11, we certify that as of **December 31, 2024** after review of the secretary's monthly report (statement of expenditures) and upon consultation with violation of N.J.A.C.6A:23-2.11, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.85 Approval of Payroll** - "that the Board approve the payroll for ***December*** as follows:

<u>Fund</u>	
10	1,149,740.97
20	4,798.20
Total:	\$ 1,154,539.17
Board Share FICA/Medicare	27,818.80
State Share FICA Medicare	55,102.89
Board DCRP	3,402.86
Total Payroll Expense:	1,240,863.72

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.86 Approval of Disposal of Equipment** - "that the Board approve of the disposal of computer equipment as submitted. These assets have no fair book market value."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- F.87 Award of Copier Contract** - "that the Board approve a contract with Atlantic for a five year lease of the following copiers with maintenance agreement per New Jersey State Contract #24-FOOD-52426 as follows: 2 Ricoh IM 4000 Copiers and 5 Ricoh IM 7000 copiers for a term commencing on or about May 1, 2025 for 60 months at \$1,990.00 per month. The per copy charge will be .005."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- R.21 Approval of a Change Order** - "that the Board approve the following resolution:

WHEREAS, Daskall LLC. was awarded the contract for the Addition at Memorial School; and
WHEREAS, Daskall LLC. has submitted the following Change Order proposal, which has been approved by the architect:

Change Order (CO #3) in the amount of \$856.75 for pest control at the construction site. The new contract sum including this Change Order amount is \$3,882,856.75; and

WHEREAS, LAN Associates has verified that these changes are necessary based upon the revised project scope;

NOW THEREFORE BE IT RESOLVED that the Board approves this Change Order and the contract amount is revised to reflect this change."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- R.22 Approval of a Change Order** - "that the Board approve the following resolution:

WHEREAS, TEO Technologies, Inc. was awarded the contract for the HVAC Upgrade at Maywood avenue School; and

WHEREAS, Change Order # 1 was approved by the Board on August 21, 2024; and

WHEREAS, the original Change Order did not account for the \$50,000 allowance; and

WHEREAS, an additional Proposal for controls work in the amount of \$5,436.81 has been presented and approved by the architect:

Change Order (CO #1) now results in a credit amount of \$758.19. The new contract sum including this Change Order amount is \$4,899,241.81; and

WHEREAS, LAN Associates has verified that these changes are necessary based upon the revised project scope;

NOW THEREFORE BE IT RESOLVED that the Board approves this Change Order and the contract amount is revised to reflect this change."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

R.23 Approval of a Change Order - "that the Board approve the following resolution:

WHEREAS, USA General Contractors Corp. was awarded the contract for the Roof Upgrades at Memorial School; and

WHEREAS, USA General Contractors Corp. has submitted the following Change Order proposal, which has been approved by the architect:

Change Order (CO #1) in the amount of \$14,287.62 for full replacement of canopy roofs in lieu of recoating. The new contract sum including this Change Order amount is \$941,287.62; and

WHEREAS, LAN Associates has verified that these changes are necessary based upon the revised project scope;

NOW THEREFORE BE IT RESOLVED that the Board approves this Change Order and the contract amount is revised to reflect this change."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

R.24 Approval of a Change Order - "that the Board approve the following resolution:

WHEREAS, TEO Technologies, Inc. was awarded the contract for the HVAC Upgrade at Maywood avenue School; and

WHEREAS, TEO Technologies, Inc. has submitted the following Change Order proposal, which has been approved by the architect:

Change Order (CO #2) in the amount of \$5,436.81 for HVAC repairs of equipment not under the contract scope. The new contract sum including this Change Order amount is \$4,904,678.62; and

WHEREAS, LAN Associates has verified that these changes are necessary based upon the revised project scope;

NOW THEREFORE BE IT RESOLVED that the Board approves this Change Order and the contract amount is revised to reflect this change."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

R.25 Approval of Payment from Referendum Account - "that the Board approve the following:

WHEREAS, Daskall LLC was awarded the contract for the addition at Memorial School and

WHEREAS, Daskall LLC has submitted Payment Application #11 in the amount of \$287,646.41 and

WHEREAS, LAN Associates has verified a review of the application and finds it in conformance with the level of work completed to date.

NOW THEREFORE BE IT RESOLVED that the Board approve this payment application in the amount of \$287,646.41.

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- R.26 Acceptance of Proposal – LAN Ceiling Replacement** - "that the Board accept a proposal from LAN Associates for ceiling replacement project in the science wing in the amount of \$12,100."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- R.27 Approval of a Change Order** - "that the Board approve the following:

WHEREAS, Open Systems Integrators, Inc. was awarded the contract for the Fire alarm upgrade at Memorial School; and

WHEREAS, Open Systems Integrators, Inc. has submitted the following Change Order proposal, which has been approved by the architect:

Change Order (CO #1) in the amount of \$7,668.56 for 2 detectors in the gym, 6 detectors and a duct detector in the attic of the addition not under the contract scope. The new contract sum including this Change Order is amount is \$383,262.84; and

WHEREAS, LAN Associates has verified that these changes are necessary based upon the revised project scope;

NOW THEREFORE BE IT RESOLVED that the Board approves this Change Order and the contract amount is revised to reflect this change."

Moved by _____
Seconded by _____
Vote _____
Abstentions _____

- K. Open to the Public (comments on school related items)
- L. Closed Session
- M. Board Comments
- N. Meeting Adjourned

Addendum

R.28 Approval of Award of HVAC Contract - “that the Board the following;

WHEREAS, the Maywood Board of Education advertised for bids for the HVAC System Upgrades at Memorial School Project (the “Project”); and

WHEREAS, on January 22, 2025, the Board received four (4) bids for the Project, and

WHEREAS, H&S Construction and Mechanical, Inc. (“H&S Construction”), submitted the lowest bid for the Project, with a base bid in the amount of \$4,793,000 with a base bid allowance in the amount of \$50,000 for a total base bid amount of \$4,843,000, together with Alternate No. 1 in the amount of \$125,000 and Alternate No. 2 in the amount of \$360,000 for a total contract amount of \$5,328,000;

WHEREAS, H&S Construction’s bid is responsive in all material respects; and

WHEREAS, it is the Board’s desire to award the contract for the Project to H&S Construction.

NOW, THEREFORE, BE IT RESOLVED that the Board awards the contract for the Project to H&S Construction with a base bid in the amount \$4,793,000, together with an allowance in the amount of \$50,000, for a total base bid amount of \$4,843,000, Alternate No. 1 in the amount of \$125,000 and Alternate No. 2 in the amount of \$360,000 for a total contract amount of \$5,328,000;

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, and an executed AIA contract as prepared by the Board Attorney, within ten days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this resolution.

Moved by _____
Seconded by _____
Vote _____
Abstentions _____