

PENNSAUKEN TOWNSHIP PUBLIC SCHOOLS
Board of Education Administration Building
1695 Hylton Road, Pennsauken, New Jersey 008110

BOARD OF EDUCATION CONFERENCE MEETING
Thursday, January 15, 2015

VISION

The Pennsauken Schools will foster diversity and talent as well as prepare students with the knowledge, higher-order thinking skills, and communication-readiness for college, career, and workforce success.

MISSION

In partnership with parents and community stakeholders, the Pennsauken School District will provide continuous student academic improvement for the pursuit of life-long learning and happiness.

BELIEF STATEMENTS

Potential:

The district believes that all students have great potential to become innovators of the next generation. It is our responsibility to educate all students to their fullest potential and to foster an expectation for high performance. This requires adopting a positive attitude that drives the belief that with a high quality education and appropriate supports, students can be successful regardless of circumstances.

Diversity:

The district believes that our strength is in our diversity. Diversity enhances learning. The individuality and uniqueness of all school community members will be fostered and celebrated.

Accountability:

The district will make all decisions in the best interests of all students by aligning our vision and mission with policies, budgets, guidelines, curricula and district performance data. Students should be afforded a highly effective educator in each classroom, differentiated instruction and alternative ways of learning. We believe that the current disparity in academic performance between different groups of students can and must be eliminated.

Responsiveness:

The district believes that communicating consistently with respect and honesty builds relational trust. Mutual trust fuels responsiveness that focuses appropriately to address the needs of each school community member. The district should be responsive to the needs of students in an evolving educational world and society.

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Informational (See Attachment)

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Dates, Times, and Locations of Next Meeting(s) of the Board

NOTE TO CITIZENS IN ATTENDANCE

The Board of Education conducts Conference, Business and Executive Meetings.

Conference Meetings allow the members of the Board of Education to review and discuss school-related matters. The Board may take action at a Conference meeting but most of its actions take place at Business Meetings. Conference Meetings are open to the public. Individuals with a relevant interest in the function or duties of the Board are invited to speak a maximum of five (5) minutes on any one issue. You are required to give your name and address before speaking.

Business Meetings are those at which the Board of Education acts on the vast majority of items under its jurisdiction. The meetings are open to the public and citizens are allowed to speak. The Board welcomes comments from citizens. It does, however, respectfully suggest that citizens attempt to resolve concerns by speaking directly to school administrators before bringing it to the Board. Individuals with a relevant interest in the function or duties of the Board are invited to speak a maximum of five (5) minutes on any one issue. You are required to give your name and address before speaking.

Executive Meetings are conducted when the Board of Education must review and discuss confidential matters. By illustration, pending legal cases, personnel matters, and collective bargaining proposals are appropriate reasons for the Board to hold an Executive Session. These meetings are not open to the public.

CALL TO ORDER

Advanced written notice of this meeting of the Pennsauken Township Board of Education was sent to the Courier Post and Philadelphia Inquirer. Notice appeared in the legal notice section of the Courier Post stating the time, date, location and that formal action would be taken at that time. Notice was also posted with the Township Clerk.

Mr. Perry as President, I declare this to be a legal meeting of the Board of Education.

ROLL CALL

Those in attendance answering roll call were, Mr. Brown, Dr. Meloni, Ms. Moss, Mrs. Snyder, Mrs. Young, Mr. Nguyen and Mr. Perry. Mr. Diaz and Mr. O'Brien were absent. Also in attendance were Dr. Chapman, Interim Superintendent, Mr. Deserale, Interim Business Administrator, Mr. Logan, Director of Elementary, Mr. Lindsey, Director of Personnel and Mr. Piarulli, Solicitor.

FLAG SALUTE

REPORT OF NEW BUSINESS

- Jacqueline Brownell – Fountas & Pinnell's Benchmark Assessment System
- Dr. Chapman and Meg Snyder - PARCC Test opt out option for parents
- John Deserale – Budget Update
- Mr. Perry- provided Board Committee Assignment Sheet for 2015.

REPORT OF OLD BUSINESS

- None

Approval of Minutes Prior to Meetings (Business Meeting):

1. RECOMMEND that the Board of Education approve the minutes of the following meetings of the Board.

DATES	TYPE OF MEETING	ABSENT MEMBERS
December 15, 2014	Conference	Mr. O'Brien
December 18, 2014	Business	Mr. Brown, Mrs. James-Wilson, Ms. Moss
January 2, 2015	Reorganization	Ms. Moss, Mr. O'Brien

Motion _____ Second _____ Action Taken _____

RECOGNITIONS – STUDENT OF THE MONTH – (Business Meeting Only)

REPORT OF THE STUDENT MEMBERS OF THE BOARD OF EDUCATION – (Business Meeting Only)

REPORT OF THE ZONE PARENT-TEACHER ASSOCIATION – (Business Meeting Only)

PUBLIC COMMENT – AGENDA ITEMS ONLY

The Pennsauken Township Board of Education recognizes that the schools are the concern of all members of the community. With this in mind, the Board of Education welcomes and solicits input from the public. During the regular monthly Business Meeting, members of the community are afforded an opportunity to express their views. It does, however, respectfully suggest that citizens attempt to resolve concerns by speaking directly to school administrators before bringing it to the Board. Individuals with a relevant interest in the functions or duties of the Board are invited to speak a maximum of five (5) minutes on any one issue. You are required to give your name and address before speaking.

- None

REPORT OF BOARD SOLICITOR

REPORT OF COMMITTEES OF THE BOARD OF EDUCATION

ITEMS PREVIOUSLY APPROVED

- January 7, 2015, Memorandum - \$13,555,000.00 School Refunding Bonds, Series 2015 (See Attachment)

ITEMS FOR BOARD OF EDUCATION APPROVAL

A motion was made by Mr. Nguyen and seconded by Mrs. Snyder to approve Superintendent's Report Items, 2 and 21 and Addendum Items, 1, 7, 9, 14 & 15. The motion was approved by all members present voting yes.

A motion was made by Mr. Nguyen and seconded by Mrs. Snyder to approved Business and Finance Item 38. The motion was approved by all members present voting yes.

1. RECOMMEND that the Board of Education approve the following revised Bylaw:
 - Bylaw 0132 – Executive Authority
2. RECOMMEND that the Board of Education approve the first reading of the following regulation:
 - Regulation 9320 – Cooperation with law enforcement agencies (M)

EDUCATIONAL PROGRAM

3. RECOMMEND that the Board of Education approve the placement of the following students in out-of-district programs for students during the 2014-2015 school year.

STUDENT	PLACEMENT	COST	EFFECTIVE DATE	ACCOUNT
201661531	Legacy Treatment Services	\$56,484.50 (pro-rated)	9/3/14-6/30/15	11-000-100-566-008-08
8000812	Black Horse Pike Regional School District	\$14,958.00	9/1/14-6/30/15	11-000-100-561-000-08
135435575	Moorestown Township Public Schools	\$31,335.00 (pro-rated) \$15,330.29 1:1 Aide	12/1/14-6/30/15	11-000-100-562-000-08
135417061	Garfield Park Academy	\$49,500.00 (prorated)	12/15/14-6/30/15	11-000-100-566-000-08
5001568	Burlington County Special Services School District	\$33,831.00 \$2,396.24 Out of County fee	10/14/14 6/30/15	11-000-100-565-008-08
201944162	Burlington County Special Services School District	\$28,424.00 \$2,131.72 Out of County fee	11/10/14-6/30/15	11-000-100-565-008-08
6001006	Burlington County Special Services School District	\$28,631.00 \$2,147.28 Out of County fee	11/5/14-6/30/15	11-000-100-565-008-08

4. RECOMMEND that the Board of Education drop the following student in an out-of-district program for pupils with disabilities during the 2014-2015 school year:

STUDENT	PLACEMENT	DROPPED DATE
202096820	Archway Programs	9/1/14
202020210	Burlington County Special Services School District	1/8/15

5. RECOMMEND that the Board of Education approve Rutgers Office of Continuing Education to provide full-day training on legal aspects of the NJ Administrative Code regarding IEPs for CST members and guidance counselors at a cost not to exceed \$2,200.00.
Account #11-000-223-320-000-02

6. RECOMMEND that the Board of Education approve compensatory instruction/services for student 202774858 at the rate of \$40 per hour, not to exceed 15 hours.
Account #11-219-100-101-304-98

PROVIDER	SERVICE
Jillian Kneib	17 twenty minute sessions
Joann Thomas	4 twenty minute sessions (in school)
Margaret Anderson	5 thirty minute sessions (in school for math)

STAFF TRAVEL & PROFESSIONAL DEVELOPMENT

7. RECOMMEND that the Board of Education approve the following staff travel and professional development in accordance with P.L. 2007, C53 Section 15 of the Act amending NJSA 18A:11-12 and P.L. 2007, C53 Section 15 of the Act amending NJSA 18A:11-12:

ITEM	NAME	WORKSHOP	DATE OF WORKSHOP	FEE	Account
A	Sharon Bowman	2015 Conference for NJ K Teachers	2/24/15	\$242.00	11-000-223-580-000-02
B	Jessica Santiago	Best Tools + Resources for Using Interactive Whiteboards to teach Math	2/3/15	\$229.00	20-271-200-500-000-04
D	Tricia Eckert	Practical Instructional Strategies to Help All Students Meet or Exceed the Common Core Math Standards	3/2/15	\$235.00	20-233-100-500-023-04
E	Sarah Napoli	Oppositional, Defiant & Disruptive Children & Adolescents	3/6/15 (Revised)	\$189.99	11-000-219-592-008-08
F	Nicoleta Houtras	Size Matters Handwriting Program	February 10 2015	\$199.99	11-000-223-580-000-02

8. RECOMMEND that the Board of Education approve ERIC to conduct a two day workshop for district administrators on the Danielson teacher observation model. The workshop will take place on February 17 and February 24 2015. Cost to the district is \$3000.00.
Account #20-295-200-300-525-02
9. RECOMMEND that the Board of Education approve the following teachers to teach in the Title 1 extended day program. Teachers will earn \$40.00 per hour.
Account #20-233-100-101-(Location code)-98

Vanessa Coto	Pamela Grant	Meghan Hook	Eileen Straub
Yolanda Soto	Tara Hart	Sara Piccione	Bowman Sharon
Jessica Santiago	Rezende Usatai Aline	Rose Merrick	Lindagail Haines
Monaghan Denise	Carol Morris	Jillian Kneib	Kathy Shaloo
Tracey Norfo	Alexis Nicholaros	Tierra Sewell	Michele Gillis
Michele Lapalucci	Angeliki Korinthios	Nancy MacClemmy	Ana Park
Nancy Cominsky	Gail Stallings	Ashley Jost	

10. RECOMMEND that the Board of Education approve the following facilities usages during the 2014-2015 school year. Required documentation is on file.

ITEM	DATES & TIME	ORGANIZATION	SCHOOL REQUESTED	FEES
A	2/19/15 6:30PM-8:00PM	Franklin PTA (Ice Cream Social)	Franklin APR, Kitchen & Bathrooms	N/A

B	2/24/15 6:30PM-8:30PM	Franklin PTA (Family Game Night)	Franklin APR, Kitchen & Bathrooms	N/A
C	2/15/15 6:00AM – 3:00 PM	PYAA Wrestling Matches	Middle School – Gymnasium, Wrestling Room & Cafeteria	N/A
D	3/10/15 7:00PM-9:30PM	Townhomes at Fairways Association, Inc. (Annual Meeting)	Fine School – Library	N/A
E	2/26/15 6:00PM – 8:00PM (Revised)	Family Book Fair Night (PTA)	Carson School APR	N/A

ACTIVITIES

11. RECOMMEND that the Board of Education host a minority EOF college fair on February 27th at 6:30PM-8:30PM in the cafeteria, auditorium and 100 wing classrooms at PHS.
12. RECOMMEND that the Board of Education approve the revised date PHS Parent - Teacher Conferences to Tuesday, February 10th 2015 at 5:30PM to 8:00PM.
13. RECOMMEND that the Board of Education approve the extra compensation, at a cost not to exceed \$550.00 for PMS secretaries to work extended hours during Parent - Teacher Conferences in February 2015 from 5:00PM to 8:00PM. Secretaries are Cheri Miller, Sandra Schaz, Maria Chambers and Leslie Coss.
Account # 11-000-240-105-030-98
14. RECOMMEND that the Board of Education approve the Student Council 7th and 8th grade dance on Friday, February 20, from 6:30PM to 8:30 PM. Cost to the district is one security officer.

TRIPS

15. RECOMMEND that the Board of Education approve approximately 20 students from PHS to attend National Engineers Week Design and Build Competition held at Camden County College in Blackwood Campus on February 18 from 6-9PM. Teachers Laura Kinney and David Sunderland serve as chaperones. Cost to the district is transportation.
16. RECOMMEND that the Board of Education approve student in Latin III and IV AP to visit the University of Pennsylvania Archaeology Museum on February 19, 2015. Students will attend a tour of the Roman and Etruscan exhibit, as well as the Greek exhibit. Cost to the district is transportation.

ATHLETICS

17. RECOMMEND that the Board of Education approve the following staff travel in accordance with P.L. 2007, C53 Section 15 of the Act amending NJSA 18A:11-12.
Account #11-402-100-890-305-31

ITEM	NAME	WORKSHOP	DATE OF WORKSHOP	REGISTRATION
A	Billy Wright Coach Clinton Tabb eight student-athletes	SJTCA Winter Track Awards dinner Auletto's Almonesson, NJ	March 7, 2015	\$480.00
B	Billy Wright, Head Coach Scholar Athlete to be named	NJSIAA Scholar/Athlete Luncheon Edison, NJ	May 18, 2015	\$150.00

18. RECOMMEND that the Board of Education approve the scheduling of boys Freshman Volleyball for the Spring 2015 season. Cost to the Board of Education will be for five buses and officials fees of \$375.00.
Account #11-402-100-930-305-31 (Officials)
19. RECOMMEND that the Board of Education approve Peter Nardello for the Assistant Baseball coaching position for Spring 2015 with a stipend of \$5,285.00.
Account # 11-402-100-101-031-98
20. RECOMMEND that the Board of Education approve the introduction of the Jamie Irvin Memorial Softball Tournament and the Pennsauken Invitational Baseball Tournament on Saturday, April 11th, 2015 at Pennsauken High School. Cost to the district is officials for the 8 games and awards.
Account #11-402-100-930-305-31 (Officials) and #11-402-100-600-305-31 (Awards)
21. RECOMMEND that the Board of Education approve PHS boys and girls Bowling teams to participate in the Snowball Classic on Monday, January 20, 2015. Cost to the Board of Education is \$90.00
Account #11-402-100-890-305-31
22. RECOMMEND that the Board of Education of the Township of Pennsauken to allow the Pennsauken High School Lacrosse team to attend an intercollegiate lacrosse contest at Rowan University on March 12, 2015 at 4:00pm. Cost to the district is transportation.
23. RECOMMEND that the Board of Education approve Temple undergraduate Sports and Recreation Management major Christina Paglione to be mentored for the Spring 2015 semester by PHS Athletic Director Billy Wright.
24. RECOMMEND that the Board of Education approve the 2015 Spring Athletic schedule for Pennsauken High School. (SEE ATTACHMENT)

PERSONNEL

25. RECOMMEND that the Board of Education approve the following leaves of absences contingent upon verification:

ITEM	ID #	POSITION SCHOOL	REASON	DATES	CONDITIONS
A	2314 (Revised)	Franklin	Maternity/Childbearing	10/28/14-12/02/14	With salary and benefits as sick days used
				12/03/14-3/09/15	Without salary but with benefits as per FMLA
B	1180 (Revision)	Teacher Delair	Medical	12/2/14-1/30/15	Without salary but with benefits as per FMLA
C	2727	Educational Asst. Franklin	Medical	1/5/15-1/15/15	With salary and benefits as sick days used.
				1/16/15-4/1/15	Without salary but with benefits as per FMLA.

26. RECOMMEND that the Board of Education of the Township of Pennsauken to accept the following resignations and retirements:

Item	Name	Position	School	Effective Date	Reason For Resignation	Year of Service in Pennsauken
A	Dawn P. Ritzler	Teacher	Burling	7/1/15	Retirement	32yrs 3 months
B	Billy Wright	Athletic Director	PHS	8/31/15	Retirement	15yrs 6 months

C	Carla Evans	Educational Asst.	Carson	1/2/15	Declined Position	0
D	Sarah Picknally	Educational Asst.	PHS	1/2/15	Declined Position	0

27. RECOMMEND that the Board of Education approve the sell back of sick and vacation days from 2014-15 school year, as per contract.

ITEM	NAME	POSITION	LOCATION	NO. OF SICK DAYS	PER DIEM RATE	NO. OF VACATION DAYS	PER DIEM RATE	TOTAL	ACCOUNT
A	Arlene Delp	Secretary	Admin	218.5	\$44	66	\$225.66	\$24,507.56	11-000-251-105-000-99 (Vacation) 11-000-291-290-000-03 (Sick)

28. RECOMMEND that the Board of Education approve retired Educational Assistant Jeanie M. Fluharty to volunteer in Phifer Middle school.

APPOINTMENTS

29. RECOMMEND that the Board of Education approve the following appointments:

Item	Name	Replace	Date	Position	School	Salary	Interview Committee	Account Number
A	Cheryl Fisher	Lisa Hennessy	2/13/15-6/15/15	LTS Science	PHS	\$53,225 BA Step 1 prorated Without benefits	Asst. Princ Tracy Turner, Gregory Munford and Science Supervisor Angel Cook.	11-140-100-101-03-1-98

30. RECOMMEND that the Board of Education approve the extension of Kathy Henry Morse's appointment at Franklin as a long term substitute until February 23rd 2015.

Justification: Mrs. Morse's appointment was board approved in August 2014 to cover a teacher on medical leave until February 13, 2015. The medical leave was extended; therefore, Mrs. Morse is asked to continue her position. Salary and benefits will remain the same. Account # 11-120-100-101-004-99

OTHER

31. School Ethics Commission decision adopted December 16, 2014 (See Attachment)

- Ellyn McMullin v. Three Board of Education Members
- Sara Coffey v. Four Board of Education Members
- Joann Young v. Four Board of Education Members

All three complaints had the same decision below:

DECISION

Based on the foregoing and pursuant to its discretion, the Commission dismisses the within Complaint in its entirety for failure to state a claim upon which relief could be granted. N.J.A.C. 6A:28-10.2(a)7; N.J.A.C. 6A:28-10.8(a)5. This is a final decision of an administrative agency, appealable to the Superior Court, Appellate Division. See, New Jersey Court Rule 2:2-3(a).

BUSINESS & FINANCE

32. RECOMMEND that the Board of Education of the Township of Pennsauken approve line item transfers for the month of January 2015 per attached exhibits.
33. RECOMMEND that the Board of Education of the Township of Pennsauken approve payment of bills for the month of January 2015 that are duly signed and authorized in a total amount of dollars.

DEPARTMENT	TOTAL

34. RECOMMEND that the Board of Education of the Township of Pennsauken approve the Report of the Treasurer of School Monies for the month of November 2014 at the Business Meeting of Thursday, January 22, 2015.
35. RECOMMEND that the Board of Education of the Township of Pennsauken approve the School Business Administrator/Board Secretary and the Cash Reports for the month of November 2014 at the Business Meeting of Thursday, January 22, 2015.
36. RECOMMEND that the Board of Education of the Township of Pennsauken certify the following: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Pennsauken Board of Education certifies that as of November 2014 after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
37. RECOMMEND that the Board of Education of the Township of Pennsauken certify the following: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I, Business Administrator, certify that as of December 2014 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Pennsauken Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.
38. RECOMMEND that the Pennsauken Board of Education approve the bid for IFB#2015-013 Partial Roof Replacement and Gym Window Wall Renovation in which advertised bids were received, opened and read on January 8, 2015 at 2:00 pm for the 2014-15 school year and

RECOMMEND the vendor listed below as the responsible bidder, submitting the lowest prices in conformance with the specifications, and per recommendation from Garrison Architects

Jottan, Inc.	Base Bid	\$3,160,923.00
PO Box 166	Alternate #1	\$ 6,799.00
Florence, NJ 08016	Alternate #2	\$ 7,683.00
	Alternate #3	\$ 5,223.00
	Alternate #4	\$ 64,921.00

Total Cost \$3,245,549.00

The total budget amount is for \$3,330,850.00.

Anticipated Start Date: June 22, 2015

BE IT RESOLVED by the Board of Education of the Township of Pennsauken that the Board issue purchase order(s) to the above named bidder, in the amount noted, totaling \$3,245,549.00 and payable from the 2014-2015 budget taken from Account #30-000-400-450-105-31.

Other bidders:

D. A. Nolt Inc.
Patriot Roofing

Mike Kobithen Roofing
USA General Contractors

P & C Roofing

Bids picked up with no response: ABCD Construction

John J. Deserable

January 22, 2015

39. RECOMMEND that the Board of Education approve the following purchases for the 2014-2015 school year from Dell Inc. in the amount not to exceed \$26,470.50 under state contract WSCA-70259.
Account #11-190-100-610-000-06 (Monitors) and #11-000-252-610-000-06 (Computers)

Description	Location	Amount
120 monitors	PMS, PIS and Franklin	\$16,846.80
5 laptops	Transportation/Administration	\$8,695.95
1 Desktop computer	Administration Copycenter	\$927.75
	Total	\$26,470.50

40. RECOMMEND that the Board of Education approve the following purchases for the 2014-2015 school year from Hewlett Packard Inc. in the amount not to exceed \$31,760.30 from account 11-190-100-610-000-06 under state contract WSCA-70262.

Description	Location	Amount
22 Laser Printers (replacements)	All locations	\$19,886.24
9 Ethernet Switches 48 port	PHS, Longfellow, Roosevelt, Franklin	\$11,874.06
	Total:	\$31,760.30

INFORMATIONAL (See Attachments)

BOARD MEMBER ATTENDANCE 2014-2015 SCHOOL YEAR (See Attachment)

SECURITY DRILL AND FIRE DRILL REPORT (See Attachment)

PUBLIC COMMENT

The Pennsauken Township Board of Education recognizes that the schools are the concern of all members of the community. With this in mind, the Board of Education welcomes and solicits input from the public. During the regular monthly Business Meeting, members of the community are afforded an opportunity to express their views. It does, however, respectfully suggest that citizens attempt to resolve concerns by speaking directly to school administrators before bringing it to the Board. Individuals with a relevant interest in the functions or duties of the Board are invited to speak a maximum of five (5) minutes on any one issue. You are required to give your name and address before speaking.

- Carolyn Schultz, PEA President – Congratulated Mr. Perry and the elected Board Members and also provided information on the upcoming Senior Citizen Prom on March 29, 2015.
- Michael Hurley, 1908 Hollinshed Ave. – Inquired about the attachment for the Business Finance Item 31 and what was the total cost. Mr. Deserable stated copies of attachment were given to the Board Members and will provide a copy. Also is in the process of completing a report with the total costs and will make that public. Mr. Hurley also congratulated the elected Board Members.

A motion was made by Mr. Nguyen and seconded by Dr. Meloni to close the Public Comment session of the meeting. The motion was approved by a voice vote.

DATES, TIMES, & NEXT MEETING(S) OF THE BOARD

DATE	TIME	LOCATION	TYPE OF MEETING	WILL PUBLIC COMMENT BE TAKEN
1/22/15	7:30PM	PHS	Business	Yes
2/19/15	7:30PM	Administration	Conference	Yes
2/26/15	7:30PM	PHS	Business	Yes

EXECUTIVE SESSION OF THE BOARD

BE IT RESOLVED by the Board of Education of the Township of Pennsauken that it adjourn to

Executive Session as prescribed under the "Sunshine Law", if necessary, in order to discuss legal issues, contracts and personnel issues. Any discussion held by the Board of Education that need not remain confidential will be made public. Matters under discussion will not be disclosed to the public until the need for confidentiality no longer exists. The Board entered Executive Session at 8:25 p.m.

EXECUTIVE SESSION**TOPICS:**

1. LEGAL
2. CONTRACT
3. PERSONNEL

MOTION TO ADJOURN

A motion was made by Mr. Nguyen and seconded by Dr. Meloni to enter Executive Session. The motion was approved by a voice vote.