

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SINE DIE MEETING
DECEMBER 7, 2016 6:30 P.M.**

<u>J.T. Bandzuh</u>	2019_____
<u>Mrs. Susan Berardinelli</u>	2019_____
<u>Mr. Jason Corte</u>	2017_____
<u>Mr. Matthew Decort, Secretary</u>	2017_____
<u>Mrs. Kathy Hough, Vice President</u>	2019_____
<u>Mr. John Jubina</u>	2017_____
<u>Mr. Christian Smith</u>	2017_____
<u>Mr. Dennis Squillario, Treasurer</u>	2019_____
<u>Mr. Erik Thrower, President</u>	2019_____
<u>Mr. Eric A. Zelanko</u> Superintendent of Schools	_____
<u>Mr. Ralph J. Cecere</u> Junior-Senior High School Principal	_____
<u>Mr. Christian Serenko</u> Elementary School Principal	_____
<u>Mr. Pete Noel</u> Supervisor of Special Education	_____
<u>Mr. Jeff Vasilko</u> Business Manager	_____
<u>Mrs. Denise Moschgat</u> Recording Secretary	_____
<u>Dennis McGlynn, Esquire</u> Solicitor	_____

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SINE DIE MEETING
DECEMBER 7, 2016 6:30 P.M.**

1. CALL TO ORDER

The meeting of the Portage Area Board of School Directors will please come to order.

2. ROLL CALL

The Recording Secretary will please call the role. The names of the members and others are listed on the preceding page.

3. ADJOURN 2016 BOARD SINE DIE:

Motion _____ Second _____ Vote _____

A motion should be made to adjourn the 2016 Board Sine Die (without setting any future meeting date of the 2016 board).

Time: _____

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REORGANIZATION MEETING
DECEMBER 7, 2016 6:30 P.M.**

<u>J.T. Bandzuh (Holdover)</u>	2019_____
<u>Mrs. Susan Berardinelli (Holdover)</u>	2019_____
<u>Mr. Jason Corte (Holdover)</u>	2017_____
<u>Mr. Matthew Decort (Holdover)</u>	2017_____
<u>Mrs. Kathy Hough (Holdover)</u>	2019_____
<u>Mr. John Jubina (Holdover)</u>	2017_____
<u>Mr. Christian Smith (Holdover)</u>	2017_____
<u>Mr. Dennis Squillario (Holdover)</u>	2019_____
<u>Mr. Erik Thrower (Holdover)</u>	2019_____
<u>Mr. Eric Zelanko</u> Superintendent of Schools	_____
<u>Mr. Ralph J. Cecere</u> Junior-Senior High School Principal	_____
<u>Mr. Christian Serenko</u> Elementary School Principal	_____
<u>Mr. Pete Noel</u> Supervisor of Special Education	_____
<u>Mr. Jeff Vasilko</u> Business Manager	_____
<u>Mrs. Denise Moschgat</u> Recording Secretary	_____
<u>Dennis McGlynn, Esquire</u> Solicitor	_____

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REORGANIZATION MEETING
DECEMBER 7, 2016 6:30 P.M.**

- I. ROLL CALL**
- II. SEATING OF MEMBERS – The members will be seated.**
- III. SELECTION OF TEMPORARY CHAIRMAN – A temporary chairman will be selected from the holdover directors.**
- IV. NOMINATIONS AND ELECTION OF A BOARD PRESIDENT TO SERVE UNTIL THE FIRST WEEK OF DECEMBER 2017:**

NOMINEE:

Motion _____ Second _____ Vote _____

THE BOARD PRESIDENT SHOULD ASSUME THE CHAIR AND CONDUCT THE MEETING.

- V. NOMINATIONS AND ELECTION OF A BOARD VICE-PRESIDENT TO SERVE UNTIL THE FIRST WEEK OF DECEMBER 2017:**

NOMINEE:

Motion _____ Second _____ Vote _____

- VI. MATTHEW DECORT SERVES AS SECRETARY UNTIL JUNE 2017.**
- VII. DENNIS SQUILLARIO SERVES AS TREASURER UNTIL JUNE 2017.**
- VIII. NOMINATIONS AND ELECTION OF THE VO-TECH OPERATING COMMITTEE REPRESENTATIVE FOR A THREE YEAR TERM ENDING DECEMBER 2019.**

NOMINEE:

Motion _____ Second _____ Vote _____

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REORGANIZATION MEETING
DECEMBER 7, 2016 6:30 P.M.**

VIII. NOMINATIONS AND ELECTION OF THE LOCAL LEGISLATIVE CHAIRMAN AND VOTING DELEGATE TO THE PENNSYLVANIA SCHOOL BOARD ASSOCIATION LEGISLATIVE POLICY COUNCIL ANNUAL MEETING AT THE HERSHEY CONVENTION CENTER ON OCTOBER 17-20, 2017:

NOMINEE:

Motion _____ Second _____ Vote _____

X. MEETING PLACE AND TIME DURING 2017: ELEMENTARY SCHOOL AUDITORIUM HAS BEEN USED FOR PUBLIC MEETINGS:

Meeting Place: _____

Meeting Time: _____

Day of Week: _____

XI. DOES THE BOARD WISH TO CONTINUE COMMITTEE OF THE WHOLE MEETINGS? IF SO:

Meeting Place: _____

Meeting Time: _____

Day of Week: _____

XII. EXECUTIVE SESSION FOR PERSONNEL

- Staff request for reduction in hours

XIII. MOTION TO ADJOURN THE REORGANIZATION MEETING AND HOLD THE REGULAR MEETING FOR DECEMBER 2016.

Motion _____ Second _____ Vote _____

Time: _____

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
DECEMBER 7, 2016**

Mr. JT Bandzuh 2019_____

Mrs. Susan Berardinelli 2019_____

Mr. Jason Corte 2017_____

Mr. Matthew Decort, Secretary 2017_____

Mrs. Kathy Hough 2019_____

Mr. John Jubina 2017_____

Mr. Christian Smith 2017_____

Mr. Dennis Squillario, Treasurer 2019_____

Mr. Erik Thrower 2019_____

Mr. Eric A. Zelanko
Superintendent of Schools _____

Mr. Ralph J. Cecere
Junior-Senior High School Principal _____

Mr. Christian Serenko
Elementary School Principal _____

Mr. Pete Noel
Supervisor of Special Education _____

Mr. Jeff Vasilko
Business Manager _____

Mrs. Denise Moschgat
Recording Secretary _____

Dennis McGlynn, Esquire
Solicitor _____

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
DECEMBER 7, 2016**

I. CALL TO ORDER

The meeting of the Portage Area Board of School Directors will please come to order. Pledge of Allegiance and a moment of silence will be led by the board Vice-President.

II. ROLL CALL

The Recording Secretary will please call the roll.

III. RECOGNITION OF VISITORS

Those who wish to speak should limit their remarks to three but no longer than five minutes.

Auditors from Wessel & Company will present their audit report to the board.

IV. PUBLIC READING OF PROPOSED DISTRICT POLICY

SECOND READING	903 Public Participation in Board Meetings
THIRD READING	906 Public Complaints

V. ROUTINE MATTERS

1. NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held _____, **January ____**, **2017** beginning at _____ p.m. in the elementary school auditorium with the Regular Meeting immediately following.

2. APPROVING THE MINUTES

Motion_____Second_____Vote_____

The Administration recommends approving the November meeting minutes. A copy of the minutes was distributed with the advance agenda.

3. REPORTS

Vo-Tech Operating Committee representative **Erik Thrower**

Superintendent **Eric A. Zelanko**

High School Principal **Mr. Ralph Cecere**

Elementary School Principal **Mr. Christian Serenko**

Supervisor of Special Education **Mr. Pete Noel**

School Solicitor **Dennis McGlynn, Esquire**

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
DECEMBER 7, 2016**

Business Administrator **Jeff Vasilko**

4. REPORTS: A. FINANCIAL, B. INVOICES (GENERAL FUND, CAFETERIA FUND AND ATHLETIC FUND), C. TAX COLLECTORS

Motion _____ Second _____ Vote _____
(Roll Call Vote)

A. Treasurers' Reports

A. General Fund	Page 2
B. Cafeteria Report	Page 3
C. School Wage Tax Financial Report	Page 4
D. Elementary School Activity Fund	Page 5
E. Junior / Senior High School Activity Fund	Page 6
F. Petty Cash (A – B – C)	Page 7
G. Payroll Financial Report	Page 8
H. Athletics	Page 9
I. General Fund	Page 10
J. Capital Reserve Fund	Page 10.1
K. Capital Projects Fund	Page 10.2
L. Investments/Pledged Collateral Report	Page 11

B.

General Fund Invoices	\$
Cafeteria Fund Invoices	\$
Athletic Fund Invoices	\$
Capital Reserve Fund Invoices	\$
Capital Projects Fund Invoices	\$0.00
Total Invoices paid	\$

C.

Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$
Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation	\$
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$
Berkheimer Tax Administrators PASD – EIT (Current)	\$
Total Taxes	\$

5. APPROVING THE SINGLE AUDIT FOR THE 2015-2016 SCHOOL YEAR

Motion _____ Second _____ Vote _____

The Administration recommends approving the Single Audit Review of the 2015-2016 school year as presented by the auditors of Wessel & Company.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
DECEMBER 7, 2016**

VI. PERSONNEL MATTERS

1. ADDITIONS THE SUBSTITUTE LISTS

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends adding the following individuals from the substitute lists:

Aileen Weaver	Substitute Teacher
Kristina Fulton	IU 08 Substitute Teacher
Tammi Karafa	IU 08 Substitute Teacher

2. HIRING AN ADMINISTRATIVE ASSISTANT IN THE BUSINESS OFFICE

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends hiring Amanda Martin as an administrative assistant in the business office to begin December 12, 2016. Annual salary will be \$23,500, with benefits.

3. APPROVING CONTINUATION OF MEDICAL SABBATICAL

Motion_____Second_____Vote_____

The Administration recommends approving Michele A. Coukart's request to continue her medical sabbatical for the second semester of the 2016-2017 school year. Ms. Coukart will submit the proper doctors.

4. APPROVING DAY OFF WITHOUT PAY

Motion_____Second_____Vote_____

The Administration recommends approving Lisa Civis's request for March 17, 2017 to be a day off without pay.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
DECEMBER 7, 2016**

VII. BOARD REQUESTS / USE OF FACILITIES

Motion _____ Second _____ Vote _____
(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost
Amanda Bailey	Attend AIU8 Autism Consortium, Richland Office	January 12, 2017 9:00 a.m. to 3:00 p.m.	\$0.00
Amanda Bailey	Attend AIU8 Autism Support/ Emotional Support Network, Richland Office	March 13-14, 2017 9:00 a.m. to 3:00 p.m.	\$0.00

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Mary Ann George	Take the 10 th grade students to Admiral Peary Vo Tech	January 4, 2017 11:30 a.m. to 2:30 p.m.	\$126.78	Yes
Kelly Myers	Take the a cappella ensemble to carol at the Portage Senior Center, Rebekah Manor and Maple Winds	December 15, 2016 8:45 a.m. to 2:30 p.m.	\$135.62	Yes

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Rick Alexander	Youth Baseball	Len Chappell Gymnasium	December through February as available	No Charge
Travis Kargo	Mens Community Basketball	Len Chappell Gymnasium	Saturdays, December through February 1:00 to 2:30 p.m.	\$10/hour

VIII. MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion _____ Second _____ Vote _____

IX. MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion _____ Second _____ Vote _____

Time: _____

Portage Area School District

Monthly Enrollment Data

As of November 30, 2016

SCHOOL	K-4	K	1	2	3	4	5	6	7	8	9	10	11	12	LS	TOTALS
Junior/Senior High School									78	70	67	79	78	58	63	493
									78	70	67	78	78	58	63	429
Elementary School	51	66	46	56	63	56	84	68							68	490
	50	66	45	55	63	55	84	69							69	487
Building Totals									ES - 487				JS/HS- 429			

Note - Learning Support Students are included in each grade level
 Prior month's totals

SPECIAL PLACEMENTS	
* (IU) Bridge Programs	
PC High School (9-12)	
PC Intermediate (3-4)	
* (IU) Cam Hghts MDS	1
* (IU) Forest Hills MDS	
* (IU) Windber - ES	
ACRP Hastings	
ACRP Brownstown	1
ACRP Johnstown	
*AYS Ebensburg	2
Pressley Ridge	
Children's Beh Health	
Northern Cambria-Aut	1
AP Learning Lamp	
Misc (Prison, Detention, etc.)	1
Total	6

NON-PUBLIC SCHOOLS	
Bishop Carroll	7
Holy Name	17
All Saints	3
Saint Mike's	1
Divine Mercy Cath	2
Cam. Couty Christian	1
Total	31

VO-TECH	
Grade 9	2
Grade 10	5
Grade 11	17
Grade 12	13
Total	37

CYBER/CHARTER	
Charter Schools F-T	17
Total	17

ED-OPTIONS ACADEMY	
Grade 9	
Grade 10	
Grade 12	
Total	0

Home Education	2
----------------	---

Monthly Totals	
August	
September	932
October	928
November	926
December	922
January	
February	
March	
April	
May	

* IU Special placements, charter schools and home education are not included in building totals.

Monthly Total of All Students =

972

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
NOVEMBER 9, 2016**

The Regular Meeting of the Portage Area Board of School Directors was called to order. Erik Thrower, board president, led the group in the Pledge of Allegiance and a moment of silence. Members and others present were: JT Bandzuh; Susan Berardinelli; Jason Corte; Matthew Decort; Kathy Hough; John Jubina; Christian Smith; Dennis Squillario; Erik Thrower; Eric Zelanko, Superintendent of Schools; Ralph J. Cecere, Jr., Junior-Senior High School Principal; Christian Serenko, Elementary School Principal; Pete Noel, Supervisor of Special Education; Jeff Vasilko, Business Administrator, Dennis McGlynn, Solicitor and Denise Moschgat, Recording Secretary. Absent were JT Bandzuh and Matthew Decort.

RECOGNITION OF VISITORS

Brian Randall, SADD Club advisor, noted that the SADD Club officers will be attending two SADD conferences this week, which will afford them the opportunity to interact with other students across the area and learn new things to bring back to school.

PUBLIC READING OF PROPOSED DISTRICT POLICY

FIRST READING	903 Public Participation in Board Meetings
SECOND READING	906 Public Complaints

ROUTINE MATTERS

NEXT REGULAR MEETING

The Reorganization Meeting will be held **Wednesday, December 7, 2016** beginning at 6:30 p.m. in the elementary school auditorium with the Regular Meeting immediately following.

APPROVING THE MINUTES

Motion Hough Second Squillario Vote 9-0

The Administration recommends approving the October meeting minutes. A copy of the minutes was distributed with the advance agenda.

REPORTS

Vo-Tech Operating Committee representative **Erik Thrower** reported that the committee moved to raise substitute rates to \$85 per day. Also, new business manager Stacy Thomas was welcomed at the committee.

Superintendent **Eric A. Zelanko** noted that the Commonwealth has extended Act 48 and 45 requirements one year.

High School Principal **Mr. Ralph Cecere** reported that the Veterans' Day program will be Thursday and is the 68th commemoration in the school. The program is being produced by Abby Chobany and the vets will be provided a lunch. Report cards will be distributed.

Elementary School Principal **Mr. Christian Serenko** mentioned the Cole Kauffman spaghetti dinner benefit and thanked all those involved in it. He mentioned Mrs. Kelli Swires and others as putting in a lot of time and work to make the event a success.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
NOVEMBER 9, 2016**

Supervisor of Special Education **Mr. Pete Noel** had nothing to add to the agenda.

School Solicitor **Dennis McGlynn, Esquire** had nothing to add to the agenda.

Business Administrator **Jeff Vasilko** reported that the local audit was going well despite a change in personnel and business software. The Annual Financial Report will be submitted by the end of November.

REPORTS: A. FINANCIAL, B. INVOICES (GENERAL FUND, CAFETERIA FUND AND ATHLETIC FUND), C. TAX COLLECTORS

Motion Hough Second Squillario Vote 9-0
(Roll Call Vote)

A. Treasurers' Reports

A. General Fund	Page 2
B. Cafeteria Report	Page 3
C. School Wage Tax Financial Report	Page 4
D. Elementary School Activity Fund	Page 5
E. Junior / Senior High School Activity Fund	Page 6
F. Petty Cash (A – B – C)	Page 7
G. Payroll Financial Report	Page 8
H. Athletics	Page 9
I. General Fund	Page 10
J. Capital Reserve Fund	Page 10.1
K. Capital Projects Fund	Page 10.2
L. Investments/Pledged Collateral Report	Page 11

B.

General Fund Invoices	\$259,273.11
Cafeteria Fund Invoices	\$45,598.85
Athletic Fund Invoices	\$16,739.88
Capital Reserve Fund Invoices	\$38,688.79
Capital Projects Fund Invoices	\$0.00
Total Invoices paid	\$360,300.63

C.

Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$1,924.31
Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation	\$16,771.39
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$53,284.74
Berkheimer Tax Administrators PASD – EIT (Current)	\$43,223.20
Total Taxes	\$115,203.64

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
NOVEMBER 9, 2016**

APPROVING AMERICORPS IN-KIND CONTRIBUTIONS

Motion Hough Second Squillario Vote 9-0
(Roll Call Vote)

The Administration recommends approving AmeriCorps In-Kind Contributions in the amount of \$3,207.50 for the high school and \$2,580 for the elementary.

APPROVING INCREASE TO THE DAILY SUBSTITUTE TEACHER RATE

DIED FOR A LACK OF MOTION

The Administration recommends increasing the substitute teacher rate from \$85 per day to _____.

APPROVING ACTIVITY FUND ACCOUNT AND ADVISORS

Motion Hough Second Squillario Vote 9-0
(Roll Call Vote)

The Administration recommends approving the Elementary School Yearbook Activity Fund Account and Heidi Washko and Kayla Fisher as advisors.

APPROVING POLICY REVISIONS

Motion Hough Second Squillario Vote 9-0

The Administration recommends approving revisions made to Policy 006 Meetings (Sunshine Law Act) and Policy 801 Public Records (Right to Know Law) as provided with the advance agenda.

PERSONNEL MATTERS

ADDITIONS THE SUBSTITUTE LISTS

Motion Hough Second Squillario Vote 9-0
(Roll Call Vote)

The Administration recommends adding the following individuals from the substitute lists:

Tiffany A. Duman

IU 08 Substitute Teacher

APPROVING REQUEST FOR A FAMILY AND MEDICAL LEAVE

Motion Hough Second Squillario Vote 9-0

The Administration recommends approving a staff member's request for a Family and Medical Leave of absence from October 17, 2016 and extending twelve weeks.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
NOVEMBER 9, 2016**

GRANTING TENURE

Motion Hough Second Squillario Vote 9-0

The Administration recommends granting tenure to Laura Glass.

ACCEPTING RESIGNATION OF ALUMNI ASSOCIATION ADVISOR

Motion Hough Second Squillario Vote 9-0

The Administration recommends accepting, with regret, the resignation of Ray Trybus as the Alumni Association Advisor effective immediately. The administration further requests permission to advertise this position.

ADDING A VOLUNTEER COACHES

Motion Hough Second Squillario Vote 9-0

The Administration recommends adding the following volunteer coaches for the 2016-2017 school year:

Sharon Nolan	Girls Basketball (junior high program)
John Havrilla	Rifle
Paul Lutz	Rifle
Matt Kissell	Rifle
Robert Style	Rifle
Lisa Style	Rifle
Renee Irwin	Rifle
Tim Trusik	Wrestling (junior high program)
Ryan Scoran	Boys Basketball

BOARD REQUESTS / USE OF FACILITIES

Motion Hough Second Squillario Vote 9-0
(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost
Jude Decort and Kristen Gribbin	Common Sense Media Workshop, WIU7, Greensburg	November 14, 2016	\$0.00
Mr. Gorba, Mr. Miller, Ms. Price and Ms. Kenny	Attend the PA Science Teachers' Convention, State College, PA	November 30 to December 2, 2016	\$2,235.00

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Floyd Rousell, III and Kyle Gossard	Take 8 students to District 6 Band Auditions at Claysburg-Kimmel HS	November 20, 2016	\$40.00	Yes

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
NOVEMBER 9, 2016**

Floyd Rousell, III	Take 8 students to Cambria County Band Festival	December 1-2, 2016 7:30 a.m. – 3:45 p.m.	\$315.00	Yes
Travis Kargo	Take 10 students on a field trip to EVC in Johnstown	November 17, 2016 7:45 a.m. to 1:30 p.m.	\$93.12	Yes

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Vanessa Hildebrand/Spinning Sapphires	Baton practice	Len Chappell Gymnasium	Various dates as arranged with the athletic department	\$10.00/hour
Vanessa Hildebrand/Spinning Sapphires	Dance and Baton Competition	Len Chappell Gymnasium, Auditorium and locker rooms	January 22, 2017	\$10.00/hour
Vanessa Hildebrand/Spinning Sapphires	Dance and Baton Competition	Len Chappell Gymnasium, Auditorium and locker rooms	April 2, 2017	\$10.00/hour
Girls Basketball Boosters Organizations	Art Burkett Tournament	Len Chappell Gymnasium	December 9-10, 2016	No Charge
Fellowship of Christian Athletes/Kristen Gribbin and Tyler Johnson	FCA Event	Auditorium, Len Chappell Gymnasium, Cafeteria, Field/Track (if possible)	November 23, 2016 11:30 am to 7:00 pm	No Charge
Teresa Koenigsberg, Portage Community Band	Band Practice	High School Band Room	Wednesdays from 6:30 to 8:30 p.m.	No Charge
Tim Trusik	Soccer Open Gym	Elementary Gym	November – April Days and times as can be arranged	\$10.00

MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion Hough Second Squillario Vote 9-0

MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion Hough Second Squillario Vote 9-0

Time: 8:42 p.m.

Respectfully submitted,

Matthew Decort, Board Secretary

Denise Moschgat, Recording Secretary