

1 **OFFICIAL MINUTES**

2
3 of the **REORGANIZATION/REGULAR BOARD MEETING** of the Greenwich
4 Township Board of Education held **Monday, April 21, 2008** in the Nehaunsey
5 Middle School library.

6
7 The meeting was called to order by Board Secretary, Scott A. Campbell at 7:00
8 p.m.

9
10 **Roll Call:**

11
12 Robyn Glocker Hammond
13 Patrick Lani, Jr.
14 Frank J. Minniti
15 Michael Myers
16 Frederick Reel

17
18 Also present were Dr. Francine Marteski, Superintendent and Scott A. Campbell,
19 School Business Administrator/Board Secretary.

20
21 As required under the guidelines of the Open Public Meeting Law, notice of this
22 meeting was sent to the **Courier Post, The Philadelphia Inquirer** and the
23 Township Clerk. It was also posted in the Greenwich Township School
24 Buildings. (Optional: Videotaping Regulations – “The proceedings of this
25 meeting are being videotaped and anyone wishing to discuss an individual child
26 should so note.”)

27
28 Flag Salute

29
30 **1. TEMPORARY CHAIR**

31
32 Motion: (Minniti/Myers) to approve the following:

- 33
34 A. The approval to appoint Scott A. Campbell, School Business
35 Administrator/Board Secretary, as temporary chair to conduct the election
36 prior to nomination of officers.

37
38 Motion carried by unanimous roll call vote.

39
40 **2. OATH OF OFFICE OF NEWLY ELECTED MEMBERS**

41
42 The oath of office was administered to Louis Fabiani and Loraine LaPalomanto.
43
44
45

1 **3. ROLL CALL**

2
3 Louis Fabiani
4 Robyn Glocker Hammond
5 Patrick Lani, Jr.
6 Loraine LaPalomento
7 Frank J. Minniti
8 Michael Myers
9 Frederick Reel

10
11 **4. NOMINATIONS FOR PRESIDENT FOR THE 2008-2009 SCHOOL YEAR**

12
13 Motion: (Reel/Myers) to open the nominations for President:

14
15 Scott A. Campbell opened the nominations for President.

- 16
17 A. Michael Myers nominated Patrick Lani, Jr. for President.
18 Louis Fabiani seconded the nomination.

19
20 No other nominations.

21
22 Scott A. Campbell closed the nominations for President.

23
24 **Roll Call for Patrick Lani, Jr. for President**

25
26 Louis Fabiani - Yes
27 Robyn Glocker Hammond - No
28 Patrick Lani, Jr. - Yes
29 Loraine LaPalomento - Yes
30 Frank Minniti - No
31 Michael Myers - Yes
32 Fred Reel - Yes

33
34 **PRESIDENT PATRICK LANI, JR. TAKES CHAIR**

35
36 **Fred Reel would like to thank and congratulate the out-going Board of Education*
37 *Members, James Sorbello and Susan Vernacchio, for their service.**

38
39 **5. NOMINATIONS FOR VICE-PRESIDENT FOR THE 2008-2009 SCHOOL YEAR**

40
41 Motion: (Fabiani/Myers) to open the nominations for Vice-President.

42
43 Scott A. Campbell opened the nominations for Vice-President.

- 44
45 A. Louis Fabiani nominated Frederick Reel as Vice-President.

1 Loraine LaPalomente seconded the nomination.

2
3 No other nominations.

4
5 Scott A. Campbell closed the nominations for Vice-President.

6
7 Roll Call for Frederick Reel for Vice-President

- 8
- 9 Louis Fabiani - Yes
- 10 Robyn Glocker Hammond - Yes
- 11 Patrick Lani, Jr. - Yes
- 12 Loraine LaPalomente - Yes
- 13 Frank J. Minniti - Yes
- 14 Michael Myers - Yes
- 15 Frederick Reel - Yes
- 16

17 **VICE PRESIDENT FRED REEL TAKES CHAIR**

18
19 **6. ACCEPTANCE OF ELECTION RESULTS**

20
21 Motion: (Minniti/Glocker Hammond) to accept the School Board Election
22 results:

23
24 A. The acceptance of the Annual School Board Election results.

25
26 1. Three-Year Term:

<u>Name:</u>	<u># of Votes:</u>
Christian P. Sullivan	101
Loraine LaPalomente	518
Susan J. Vernacchio	345
Louis Fabiani	531
James Sorbello	303

27
28
29
30
31
32
33
34 Motion carried by unanimous roll call vote.

35
36
37 Motion: (Glocker Hammond/Myers) to accept the General Fund election
38 results:

39
40 B. Question #1 - General Fund

41
42 # of Votes: Yes - 499 No - 383

43
44 Motion carried by unanimous roll call vote.

1 **7. TAX PAYMENT SCHEDULE**

2
3 Motion: (Glocker Hammond/Minniti) to approve the following tax payment
4 schedule for the 2008-2009 school year:

5
6 Amount Due: August 15, 2008 \$1,806,620.00
7 October 15, 2008 \$1,806,620.00
8 January 15, 2009 \$ 903,310.00
9 February 13, 2009 \$ 903,310.00
10 March 13, 2009 \$ 903,310.00
11 April 15, 2009 \$ 903,310.00
12 May 15, 2009 \$ 903,310.00
13 June 13, 2009 \$ 903,310.00
14
15 TOTAL: \$9,033,100.00

16
17 Motion carried by unanimous roll call vote.

18
19 **8. PRESENTATION**

20
21 Motion: (Minniti/Glocker Hammond) to approve the following:

- 22
23 A. School Ethics Act and Code of Ethics for School Board Members pursuant
24 to ***N.J.S.A.18A:12-21, et seq.***, was presented by Mr. Scott A. Campbell,
25 School Business Administrator/Board Secretary. The powerpoint
26 presentation is attached. There were no questions or comments.
27

28 Motion carried by unanimous roll call vote.

29
30 **9. DESIGNATION OF MEETING NIGHTS AND WORKSHOP MEETING NIGHTS**
31 **FOR THE 2008-2009 SCHOOL YEAR**

32
33 Motion: (Myers/Glocker Hammond) to approve the following:

- 34
35 A. The approval for the designation of the Greenwich Township School
36 District's Regular Board Meetings and Work Session Board Meetings for
37 the 2008-2009 school year. (Attachment - EXHIBIT A)
38
39
40
41
42
43
44

WORKSHOP MEETINGS	REGULAR MEETINGS
MAY 12, 2008	MAY 19, 2008
JUNE, 2008-NO MEETING SCHEDULED	JUNE 18, 2008
JULY, 2008-NO MEETING SCHEDULED	JULY, 2008-NO MEETING SCHEDULED
AUGUST, 2008-NO MEETING SCHEDULED	AUGUST 18, 2008
SEPTEMBER 8, 2008	SEPTEMBER 15, 2008
OCTOBER, 2008-NO MEETING SCHEDULED	OCTOBER 20, 2008
NOVEMBER, 2008-NO MEETING SCHEDULED	NOVEMBER 17, 2008
DECEMBER, 2008-NO MEETING SCHEDULED	DECEMBER 15, 2008
JANUARY 12, 2009	JANUARY 26, 2009
FEBRUARY, 2009-NO MEETING SCHEDULED	FEBRUARY 23, 2008
MARCH 9, 2009	MARCH 26, 2009 - PUBLIC HEARING
APRIL, 2009-NO MEETING SCHEDULED	APRIL, 2009 - REORGANIZATION MEETING (TBD)

All meetings will be conducted in the Nehaunsey Middle School Library, Room #48, 415 Swedesboro Road, Gibbstown, NJ at 7:00 p.m.

Motion carried by unanimous roll call vote.

10. APPOINTMENTS

Motion: (Minniti/Myers) to approve the following:

A. Treasurer of School Monies

1. The approval for the reappointment of Jeanette Peel as the Greenwich Township School District Treasurer of School Monies for the 2008-2009 school year at an annual salary of \$5,694.00.

Roll Call Vote:

Louis Fabiani - Abstained
 Robyn Glocker Hammond - Yes
 Patrick Lani, Jr. - Yes
 Loraine LaPalomento - Abstained
 Frank Minniti - Yes
 Michael Myers - Yes
 Frederick Reel - Yes

1 * Patrick Lani asked where Mrs. Peel worked and what were her duties? Scott
2 A. Campbell answered that she works from home and she picks up paperwork
3 and meets with our staff to review and reconcile accounts. *

4
5 Motion: (Glocker Hammond/Minniti) to approve the following:
6

7 B. Business Administrator/Board Secretary
8

- 9 1. The approval for the reappointment of Scott A. Campbell as the
10 Greenwich Township School District Business Administrator/Board
11 Secretary for the 2008-2009 school year. (Salary to be determined.)
12

13 Roll Call Vote:
14

15 Louis Fabiani - Abstained
16 Robyn Glocker Hammond - Yes
17 Patrick Lani, Jr. - Yes
18 Loraine LaPalomente - Abstained
19 Frank Minniti - Yes
20 Michael Myers - Yes
21 Fred Reel - Yes
22

23 * Fred Reel remembers approving Scott A. Campbell's salary for 2007-2008
24 and just wants to clarify that this is for 2008-2009 school year. Mr. Campbell
25 explained the notification process for School Business Administrator's and
26 Superintendent's salary approval. *
27

28 Motion: (Minniti/Myers) to approve the following:
29

30 C. Qualified Purchasing Agent/Bid Threshold
31

- 32 1. The approval for reappointment of Scott A. Campbell, Business
33 Administrator/Board Secretary, as the Greenwich Township School
34 District Qualified Purchasing Agent, pursuant to **N.J.S.A.18A:18A-**
35 **3a** and **N.J.A.C.5:34-5 et seq.** and approval of the following
36 resolution for the 2008-2009 school year:
37

38 **WHEREAS, N.J.A.C.5:34-5 et seq.** establishes the
39 criteria for qualifying as a Qualified Purchasing Agent; and
40

41 **WHEREAS,** Scott A. Campbell, possesses the
42 designation of Qualified Purchasing Agent as issued by the
43 Director of the Division of Local Government Services in
44 accordance with **N.J.A.C.5:34-5 et seq.**, be it
45

1 **RESOLVED**, that the governing body of the
2 Greenwich Township Board of Education, in the County of
3 Gloucester, in the State of New Jersey hereby establishes its
4 bid threshold in the amount of \$29,000.00; and be it further
5

6 **RESOLVED**, that the governing body hereby appoints
7 Scott A. Campbell as the Qualified Purchasing Agent to
8 exercise the duties of a purchasing agent pursuant to
9 **N.J.S.A.18A:18A-2b**, with specific relevance to the
10 authority, responsibility, and accountability of the purchasing
11 activity of the Board of Education; and be it further
12

13 **RESOLVED**, that in accordance with **N.J.A.C.5:34-**
14 **5.2** the Board of Education Secretary is hereby authorized
15 and directed to forward a certified copy of this resolution and
16 a copy of Scott A. Campbell's certification to the Director of
17 the Division of Local Government Services.
18

19 Roll Call Vote:
20

- 21 Louis Fabiani - Abstained
22 Robyn Glocker Hammond - Yes
23 Patrick Lani, Jr. - Yes
24 Loraine LaPalomente - Abstained
25 Frank Minniti - Yes
26 Michael Myers - Yes
27 Fred Reel - Yes
28

29 * *Patrick Lani wants to know what the \$29,000.00 meant? Scott Campbell*
30 *replied that it is the bid threshold for all purchasing as approved by the*
31 *Board. **
32

33 Motion: (Myers/Minniti) to approve the following:
34

35 D. Tax Shelter Annuities
36

- 37 1. The approval of the following tax shelter annuity companies for the
38 2008-2009 school year:

39 Equitable Lincoln Investment Planning
40 Pacific Life Siracusa Benefits Program
41 Thomas Seeley Agency
42
43
44
45

1 Roll Call Vote:

2
3 Louis Fabiani - Abstained
4 Robyn Glocker Hammond - Yes
5 Patrick Lani, Jr. - Yes
6 Loraine LaPalomanto - Abstained
7 Frank Minniti - Yes
8 Michael Myers - Yes
9 Fred Reel - Yes

10
11 * *Scott A. Campbell explained that these companies are approved by the Board*
12 *of Education for employee usage of tax shelter annuity plans and that there is*
13 *no cost to the district. **

14
15 Motion: (Myers/Glocker Hammond) to approve the following:

16
17 E. Affirmative Action Officer

- 18
19 1. The approval for the reappointment of Alisa Whitcraft as the
20 Greenwich Township School District Affirmative Action Officer for
21 the 2008-2009 school year.

22
23 Mrs. Alisa Whitcraft, Curriculum Supervisor
24 Greenwich Township School District
25 415 Swedesboro Road
26 Gibbstown, NJ 08027

27
28 Roll Call Vote:

29
30 Louis Fabiani - Abstained
31 Robyn Glocker Hammond - Yes
32 Patrick Lani, Jr. - Yes
33 Loraine LaPalomanto - Yes
34 Frank Minniti - Yes
35 Michael Myers - Yes
36 Fred Reel - Yes

37
38 Motion: (Glocker Hammond/Reel) to approve the following:

39
40 F. Title IX Coordinator

- 41
42 1. The approval for the reappointment of Alisa Whitcraft as the
43 Greenwich Township School District Title IX Coordinator for the
44 2008-2009 school year.

1 Mrs. Alisa Whitcraft, Curriculum Supervisor
2 Greenwich Township School District
3 415 Swedesboro Road
4 Gibbstown, NJ 08027
5

6 Motion carried by unanimous roll call vote.
7

8 * Dr. Francine Marteski gave a brief description of what Title IX covers.*
9

10 Motion: (Glocker Hammond/Minniti) to approve the following:
11

12 G. Section 504 Compliance Officer
13

- 14 1. The approval for the reappointment of Robert C. Harris as Section
15 504 Compliance Officer for the 2008-2009 school year.
16

17 Mr. Robert C. Harris, Child Study Team Director
18 Greenwich Township School District
19 415 Swedesboro Road
20 Gibbstown, NJ 08027
21

22 Motion carried by unanimous roll call vote.
23

24 Motion: (Myers/Glocker Hammond) to approve the following:
25

26 H. ADA Coordinator
27

- 28 1. The approval for the reappointment of Robert C. Harris as ADA
29 Coordinator for the 2008-2009 school year.
30

31 Mr. Robert C. Harris, Child Study Team Director
32 Greenwich Township School District
33 415 Swedesboro Road
34 Gibbstown, NJ 08027
35

36 Motion carried by unanimous roll call vote.
37

38 Motion: (Glocker Hammond/Myers) to approve the following:
39

40 I. Air Quality Designee
41

- 42 1. The approval to appoint William Houghton as the Indoor Air Quality
43 Designee for the 2008-2009 school year.
44

45 Motion carried by unanimous roll call vote.

1 Motion: (Myers/Glocker Hammond) to approve the following:
2

3 J. Integrated Pest Management Coordinator
4

- 5 1. The approval to appoint William Houghton as the Integrated Pest
6 Management Coordinator for the 2008-2009 school year.
7

8 Motion carried by unanimous roll call vote.
9

10 Motion: (Minniti/Glocker Hammond) to approve the following:
11

12 K. Attendance Officer
13

- 14 1. The approval for the reappointment of Dean Sizemore as the
15 Greenwich Township School District Student Attendance Officer for
16 the 2008-2009 school year at an annual salary of \$3,874.00.
17

18 Roll Call Vote:
19

20 Louis Fabiani - Abstained
21 Robyn Glocker Hammond - Yes
22 Patrick Lani, Jr. - Abstained
23 Loraine LaPalomente - Abstained
24 Frank Minniti - Yes
25 Michael Myers - Yes
26 Fred Reel - Yes
27

28 * *Fred Reel wanted to know what the main job that is the toughest for Mr.*
29 *Sizemore-students who do not live here or absenteeism? Dr. Francine*
30 *Marteski replied that non-residents are a main issue but absenteeism is a*
31 *major problem. Mr. Reel feels that by reviewing Mr. Sizemore's reports that*
32 *he seems to be the man for the job. Patrick Lani asked if there were any*
33 *conflicts from Mr. Sizemore's full time job? Dr. Marteski responded that there*
34 *were no conflicts. **
35

36 Motion: (Minniti/Myers) to approve the following:
37

38 L. Public Agency Compliance Official (PACO)
39

- 40 1. The approval for the reappointment of Scott A. Campbell as the
41 Public Agency Compliance Official (PACO) for the 2008-2009
42 school year.
43

44 Motion carried by unanimous roll call vote.
45

1 Motion: (Minniti/Glocker Hammond) to approve the following:
2

3 M. Official Bargaining Unit
4

- 5 1. The recognition of the Greenwich Township Education Association
6 (GTEA) as the official bargaining unit for represented professional,
7 support and cafeteria staff for the 2008-2009 school year.
8

9 Motion carried by unanimous roll call vote.
10

11 Motion: (Myers/Reel) to approve the following:
12

- 13 N. The approval for the reappointment of Scott A. Campbell, School Business
14 Administrator/Board Secretary, to act on behalf of the Superintendent of
15 Schools in her absence from the district in emergency situations, and as
16 needed, during the 2008-2009 school year.
17

18 Motion carried by unanimous roll call vote.
19

20 Motion: (Minniti/Glocker Hammond) to approve the following:
21

22 O. Custodian of District Records
23

- 24 1. The approval for reappointment of Scott A. Campbell as Custodian
25 of District Records for the 2008-2009 school year in accordance
26 with the Open Public Records Act (OPRA), **N.J.S.A.47A:1A-1**.
27

28 Motion carried by unanimous roll call vote.
29

30 * *Fred Reel does not think we need to retain an attorney and do we currently*
31 *retain one or pay as we use them? Scott Campbell responded that our*
32 *attorney is paid on an hourly basis. Mr. Reel feels we should use the*
33 *attorney's from New Jersey School Boards Association (NJSBA) since we pay*
34 *them \$7,000.00 a year. Mr. Reel wants to make a motion to use NJSBA as*
35 *our legal counsel. No one seconded the motion. Patrick Lani would like to*
36 *table the subject for further discussion. Mr. Reel wants to then appoint an*
37 *attorney but use NJSBA's attorneys as the primary legal counsel. Mr. Lani*
38 *explained that we have until 7/1/08 to appoint legal counsel.*
39

40 *Fred Reel wants to appoint Gibson/Tarquini as the architect for this school*
41 *year to replace Garrison Architects. It seems we got two people elected who*
42 *sponsor the Broad Street School being renovated. Mr. Reel feels we need a*
43 *legitimate study to look at all options. Scott Campbell let the Board know that*
44 *professional appointments were not put on the agenda because "Pay to Play"*
45 *information is needed on all professional appointments and it has not been*

1 *determined what professionals the Board would like for next year. Mr.*
2 *Campbell handed out a copy of the professional appointments from the 2007-*
3 *2008 school year and the Board will decide what requests for services they*
4 *will ask for the 2008-2009 school year. **
5

6 **11. RESOLUTIONS**
7

8 Motion: (Reel/Myers) to approve the following resolution:
9

10 A. 2008-2009 Travel and Related Expense Reimbursement Resolution
11

- 12 1. The approval of the Travel and Related Expense Reimbursement
13 resolution as follows:
14

15 **WHEREAS**, the Greenwich Township Board of
16 Education recognizes school staff and Board members will incur
17 travel expenses related to and within the scope of their current
18 responsibilities and for travel that promotes the delivery of
19 instruction or furthers the efficient operation of the school district;
20 and
21

22 **WHEREAS, N.J.A.C.6A:23B-1.1 et seq.** requires
23 Board members to receive prior approval of these expenses by a
24 majority of the full voting membership of the Board and staff
25 members to receive prior approval of these expenses by the
26 Superintendent of Schools and a majority of the full voting
27 membership of the Board; and
28

29 **WHEREAS**, a Board of Education may establish, for
30 regular district business travel only as described in **NJOMB**
31 **Circular Letter 06-02**, including amendments or revisions thereto, a
32 threshold amount below which Board approval is not required; and
33

34 **WHEREAS**, the Board of Education establishes, for
35 regular district business travel only, an annual school year
36 threshold of \$1,000.00 per staff/Board member where prior Board
37 approval shall not be required unless this annual threshold for a
38 staff/Board member is exceeded in a given school year (July 1
39 through June 30); and
40

41 **WHEREAS**, travel and related expenses not in
42 compliance with **N.J.A.C.6A:23B-1.1 et seq.**, but deemed by the
43 Board of Education to be necessary and unavoidable are excluded
44 from the requirements of **N.J.A.C.6A:23B-1.1 et seq.**; and
45

1 **THEREFORE, BE IT RESOLVED**, the Board of
2 Education approves all travel not in compliance with
3 **N.J.A.C.6A:23B-1.1 et seq.** as being necessary and unavoidable
4 as per noted on the attached Board of Education Approval of Travel
5 and Related Expense Reimbursement Form; and
6

7 **BE IT FURTHER RESOLVED**, the Board of
8 Education approves the travel and related expense
9 reimbursements as listed on the attached Board of Education
10 Approval of Travel and Related Expense Reimbursement Form.
11

12 Motion carried by unanimous roll call vote.

13
14 * *Dr. Francine Marteski gave a brief explanation on how this resolution ties in*
15 *with the new travel regulations set forth by the state in the School District*
16 *Accountability Act (A5).**
17

18 Motion: (Myers/Reel) to approve the following:
19

20 B. Payment of Bills Between Board Meetings
21

22 **WHEREAS**, the Greenwich Township Board of
23 Education finds it necessary to pay certain bills, (tuition, utilities,
24 health benefits, insurance, cafeteria and payroll) in between
25 regularly scheduled board meetings;
26

27 **WHEREAS**, the Greenwich Township Board of
28 Education also does not schedule meetings during the month of
29 July; and
30

31 **WHEREAS**, performance of business functions of the
32 district must continue on a scheduled basis;
33

34 **NOW, THEREFORE, BE IT RESOLVED**, the
35 Superintendent and Business Administrator/Board Secretary will
36 continue to conduct regularly scheduled monthly business in
37 between regularly scheduled meetings and during the month of July
38 prior to Board of Education approval.
39

40 Motion carried by unanimous roll call vote.
41

42 * *Patrick Lani asked if this pertained to discretionary spending? Scott*
43 *Campbell responded that the items included in the resolution will be the only*
44 *bills paid. **
45

1 Motion: (Minniti/Myers) to approve the following:
2

3 C. Designation of Bank Depositories
4

5 **BE IT RESOLVED**, that **TD Commerce Bank**, main
6 office located in Cherry Hill, New Jersey, be designated as the
7 official depository for all school money, including the following
8 accounts, with the number of signatures required and the person or
9 persons authorized to sign checks or vouchers for the 2008-2009
10 school year as indicated:
11

Account Title	Signatures Required	Person(s) Designated to Sign Checks
Current	3	Patrick Lani, Jr., President Jeanette Peel Scott A. Campbell Dr. Francine Marteski
Agency	1	Jeanette Peel
Salary	1	Jeanette Peel
Cafeteria	2	Patricia Shannon Scott A. Campbell Jeanette Peel
Student Activity Fund	2	Scott A. Campbell Dr. Francine Marteski Jeanette Peel
Capital Reserve	1	Scott A. Campbell

12 **BE IT ALSO RESOLVED**, that the **Vice-President,**
13 **Frederick Reel**, to be authorized and empowered to act at all times
14 in the absence of the President, and the signatures and acts of the
15 said **Vice-President, Frederick Reel**, be as legal and binding as
16 those of the President; and a copy of this Resolution be sent to
17 **Jeanette Peel, Treasurer of School Monies**, and a copy be sent
18 to Commerce Bank.
19
20

21 Motion carried by unanimous roll call vote.
22

23 * *Fred Reel asked how long TD Commerce Bank has handled our accounts?*
24 *Scott Campbell replied that it had been at least over three years. **
25

26 Motion: (Reel/Myers) to approve the following:
27
28

1 D. Line Item Transfer Approval

2
3 **WHEREAS**, during the course of doing business
4 between Board Meetings, purchase orders are issued that cause
5 line items to be in deficit; and
6

7 **WHEREAS, N.J.S.A. 18A:22-8.1** stipulates that the
8 Board shall approve such transfers before the purchase orders are
9 issued; and
10

11 **WHEREAS, N.J.S.A. 18A:22-8.1** recognizes the
12 Boards meet once a month and that business must be conducted,
13 allows for the Chief School Administrator to approve such transfers
14 to keep line items from being in deficit and the report of such
15 transfers be given to the Board at the next subsequent Board
16 meeting for ratification;
17

18 **THEREFORE, BE IT RESOLVED**, by the Greenwich
19 Township Board of Education, Gloucester County, does hereby
20 authorize the Chief School Administrator to authorize line item
21 transfers between regular Board meetings to keep them from going
22 into deficit.
23

24 Motion carried by unanimous roll call vote.

25
26 * *Patrick Lani again asked if this was related to discretionary spending? He*
27 *stated that it will be discussed in a future meeting. **
28

29 **12. AUTHORITY TO INVEST FUNDS**

30
31 Motion: (Myers/Minniti) to approve the following:
32

33 A. The approval to authorize **Scott A. Campbell, School Business**
34 **Administrator/Board Secretary** to invest funds for the 2008-2009 school
35 year.
36

37 Motion carried by unanimous roll call vote.
38

39 * *Patrick Lani asked, "Do you have "Carte Blanche" on investing?" Scott*
40 *Campbell replied, "Before I would ever invest funds, I would get Board of*
41 *Education approval. In my almost ten years here, I have not yet invested any*
42 *funds." **
43
44
45

1 **13. PETTY CASH**

2
3 Motion: (Myers/Glocker Hammond) to approve the following:

- 4
5 A. The approval to establish a Petty Cash Fund for the 2008-2009 school
6 year in the amount of **\$600.00**, which will be shared between the
7 **Superintendent's Office (\$200.00)** and the **Business Office (\$400.00)**.

8
9 Motion carried by unanimous roll call vote.

- 10
11 * *Louis Fabiani asked if the amounts were for the year? Scott Campbell*
12 *responded that they were. **

13
14 **14. NEWSPAPERS**

15
16 Motion: (Reel/Myers) to approve the following:

- 17
18 A. The approval to designate the **Gloucester County Times** as the official
19 newspaper and the **Courier Post** as the alternate newspaper for the
20 Greenwich Township School District for the 2008-2009 school year.

- 21
22 * *Fred Reel would like the Gloucester County Times as the primary paper and*
23 *the Courier Post as the secondary. No one disagreed and the motion will*
24 *continue. **

25
26 Roll Call Vote:

27
28 Louis Fabiani - Yes
29 Robyn Glocker Hammond - No
30 Patrick Lani, Jr. - Yes
31 Loraine LaPalomente - Yes
32 Frank Minniti - No
33 Michael Myers - Yes
34 Fred Reel - Yes

35
36 **15. DELEGATES**

37
38 Motion: (Lani/Myers) to appoint the following:

- 39
40 A. The approval to appoint **Louis Fabiani** and **Loraine LaPalomente**
41 as the Greenwich Township School District Delegates to the
42 County and State Board Association for the 2008-2009 school year.

1 * Patrick Lani would like to place Louis Fabiani and Loraine LaPalomento in
2 these positions to "get their feet wet". Frank Minniti briefly explained the
3 responsibilities and requirements of Delegates. *

4
5 Motion carried by unanimous roll call vote.

6
7 **16. BOARD REPRESENTATIVE**

8
9 Motion: (Reel/Lani) to appoint the following:

- 10
11 A. The approval to appoint **Michael Myers** as the Paulsboro Board of
12 Education Representative from the Greenwich Township School District
13 for the 2008-2009 school year.

14
15 * Fred Reel would like Michael Myers to be the Representative since he has
16 two students who attend Paulsboro High School. *

17
18 Motion carried by unanimous roll call vote.

19
20 **17. WORKING PAPERS**

21
22 Motion: (Myers/Glocker Hammond) to approve the following:

- 23
24 A. The approval to designate Mrs. Suzanne Gibson, Principal of Nehaunsey
25 Middle School, and Mrs. Jennifer Ellick, Principal's Secretary, as issuing
26 officers of working papers for the 2008-2009 school year.

27
28 Motion carried by unanimous roll call vote.

29
30 **18. COMMITTEES**

31
32 Motion: (Myers/Reel) to table the following committee's until next meeting:

33
34 Budget & Finance
35 Buildings & Grounds
36 Curriculum
37 Negotiations
38 Personnel
39 Policy
40 Publicity & Public Relations
41 Gloucester County/State Board Association

42
43 * Michael Myers would like to have this motion tabled so the Board of Education
44 members could place their requests for what committee they would like to
45 serve. He feels that the President and the Vice-President should review

1 *members' requests and make appointments. Robyn Glocker Hammond*
2 *commented that the President makes appointments, not the Vice-President.*
3 *Patrick Lani wants submittals. Fred Reel wants to get rid of committees and*
4 *for the Board to operate as a whole. Loraine LaPalomento wants to have*
5 *some discussion on each before she makes a decision. Frank Minniti briefly*
6 *explained the committee process. **

7
8 Motion carried by unanimous roll call vote.

9
10 **19. POLICIES, BY-LAWS AND CURRICULUMS**

11
12 Motion: (Minniti/Myers) to approve the following:

- 13
14 A. The approval to adopt all current policies including the code of
15 ethics and by-laws, and the following curriculums of the previous
16 Board of Education for the 2008-2009 school year, consistent with
17 the New Jersey Core Curriculum Content Standards and the
18 Curriculum Review Cycle:

19
Art: PreK-8

Art: 6-8/Gifted & Talented

Basic Skills Improvement Program: PreK-8

Caring Makes a Difference (responding to Prejudice, Genocide & the Holocaust): PreK-8

Computer Education: PreK-8

Cross-Content Workplace Readiness: PreK-8

Family Life: PreK-8

Guidance and Counseling: PreK-8

Health: PreK-8

Language Arts Literacy (Writing, Reading, Spelling)

Library Curriculum

Pre-Algebra: 6-8/Gifted and Talented

Algebra: 6-8/Gifted and Talented

Mathematics: PreK-8

Music: PreK-8

Multicultural Curriculum: PreK-8

Omega/Gifted and Talented: PreK-8

Penmanship: PreK-8

Physical Education: PreK-8

Science: PreK-8

Social Studies: PreK-8

Substance Abuse Prevention Program

1
2 Motion carried by unanimous roll call vote.

3
4 * *A brief discussion on the Algebra Curriculum followed.* *

5
6 **20. TEXTBOOKS**

7
8 Motion: (Myers/Minniti) to approve the following:

9
10 A. The approval to accept the textbooks as listed on the attached for the
11 2008-2009 school year. (Attachment - EXHIBIT B)

12
13 Motion carried by unanimous roll call vote.

14
15 * *Patrick Lani asked if this list is for purchasing? Dr. Francine Marteski*
16 *responded that these were books that have already been purchased and the*
17 *approval is for usage in the next school year. Dr. Marteski also explained that*
18 *there is a five-year curriculum review cycle.* *

19
20 **REGULAR MEETING**

21
22 **21. MINUTES**

23
24 Motion: (Glocker Hammond/Reel) to approve the minutes:

25
26 March 5, 2008 - Workshop Meeting
27 March 5, 2008 - Executive Session
28 March 27, 2008 - Public Hearing/Regular Meeting

29
30 Roll Call Vote

31
32 Louis Fabiani - Abstained
33 Robyn Glocker Hammond - Yes
34 Patrick Lani, Jr. - Yes
35 Loraine LaPalomento - Abstained
36 Frank Minniti - Yes
37 Michael Myers - Yes
38 Fred Reel - Yes

39
40 **22. SUPERINTENDENT'S REPORT**

41
42 Motion: (Glocker Hammond/Minniti) to approve the following as one, A & B:

1 A. Administrative Reports

- 2
- 3 1. Enrollment Statistics, Fire Drills and Suspensions, as of March 31,
4 2008. (Attachment - EXHIBIT D1)
- 5
- 6 2. School Health Services Monthly Reports as of March 31, 2008.
7 (Attachment - EXHIBIT D2)
- 8
- 9 3. 2007-2008 Violence & Vandalism Report as of March 31, 2008.
10 (Attachment - EXHIBIT D3)
- 11
- 12 4. Monthly Report of Attendance Officer as of March 31, 2008.
13 (Attachment - EXHIBIT D4)
- 14

15 B. District Policies/Regulations

- 16
- 17 1. The approval of the following revised district policies on **second**
18 reading:
- 19

20 **Policy 2110 (Revised)** - Philosophy of Education/District Mission
21 Statement

22 **Policy/Regulation 6422 (Revised)** - Budget Transfers, Emergency
23 and Over-Expenditure of Funds

24 **Policy/Regulation 8461 (Revised)** - Violence, Vandalism, Alcohol
25 and Other Drug Abuse

26 **Policy/Regulation 8462 (Revised)** - Reporting Potentially Missing
27 or Abused Children (Replaces Policy/Regulation 8464 - Missing
28 Children)

29

30 Roll Call Vote:

31

32 Louis Fabiani - Abstained

33 Robyn Glocker Hammond - Yes

34 Patrick Lani, Jr. - Yes

35 Loraine LaPalomente - Yes

36 Frank Minniti - Yes

37 Michael Myers - Yes

38 Fred Reel - Yes

39

40 **23. PERSONNEL**

41

42 Motion: (Minniti/Myers) to approve the following:

43

1 A. The approval for the reappointment of the G.T.E.A. represented tenured
2 teaching staff members for the 2008-2009 school year as per the
3 attached; teaching assignments to be determined.
4

5 Motion carried by unanimous roll call vote.
6

7 Motion: (Myers/Glocker Hammond) to approve the following:
8

9 B. The approval for the appointment of the following as Substitute Teachers
10 for the 2007-2008 school year. Substitute rate will be \$70.00 a day up to
11 and including ten (10) days. After ten (10) days, the rate increases to
12 \$75.00 a day.
13

14 Janea Wilson

Nicole Gibbs

15
16 Motion carried by unanimous roll call vote.
17

18 * *Louis Fabiani asked if these were student teachers? Dr. Francine Marteski*
19 *responded that they were qualified substitutes with proper certification.**
20

21 **24. CURRICULUM & INSTRUCTION**
22

23 Motion: (Reel/Glocker Hammond) to approve the following:
24

25 A. Special Education Week
26

- 27 1. The approval to recognize May 11, 2008 through May 17, 2008 as
28 Special Education Week in New Jersey. This year's theme is
29 "Building the Future, One Student at a Time".
30

31 Motion carried by unanimous roll call vote.
32

33 Motion: (Myers/Reel) to approve the following:
34

35 B. Poster Contest
36

- 37 1. The approval for acceptance of EMD Chemicals, Inc.'s donation of
38 a multi-media projector to the Broad Street School in recognition of
39 the students' participation in "Saving the Environment" poster
40 contest.
41

42 Motion carried by unanimous roll call vote.
43

44 Motion: (Minniti/Reel) to approve the following:
45

1
2
3
4
5

C. Field Trips

1. The approval of Request for Educational Trip/Transportation for the following:

GRADE AND/OR GROUP	DESTINATION TIME	DATE	ESTIMATED RELATED COST	ESTIMATED TRANSPORTATION COST	TOTAL
8th Grade (Girls) (10 Students)	Gloucester County College Sewell, NJ 8:20 am-2:00 pm	5/9/08	Substitute: \$75.00	Driver: \$52.00	\$127.00
7th & 8th Grade Students SUN Program	Paulsboro High School Paulsboro, NJ 11:45 am-2:20 pm	5/14/08	Substitute: \$35.00 (1/2 day)	Driver: \$52.00	\$87.00
Kindergarten	Cape May Zoo Cape May, NJ 8:50 am-2:15 pm	5/22/08	Parking: \$120.00 Donation: \$25.00	Drivers: \$324.00 Lunch: \$16.00	\$485.00
Preschool AM/PM Classes	Cape May Zoo Cape May, NJ 9:15 am-2:30 pm	6/6/08	Parking: \$60.00 Donation: \$25.00	Driver: \$149.00 Lunch: \$16.00 Bus Aide: \$53.63	\$303.63

6
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20

Motion carried by unanimous roll call vote.

* *Louis Fabiani asked what the SUN Program was? Dr. Francine Marteski responded that the program is shared with Paulsboro. Our 7th & 8th grade students interact with the students at Paulsboro to get a better understanding of the programs that are offered at Paulsboro High School.**

Motion: (Minniti/Myers) to approve the following:

D. Workshops

1. The approval for the following individual to attend an out-of-district workshop:

NAME	WORKSHOP TITLE/LOCATION/DATE	COST
Cathy Tortella	Training for NJ11S (NJ Immunization Information System) Evergreen Elementary School Woodbury, NJ 5/15/08 1:00 pm-3:30 pm (Rescheduled from 2/5/08)	\$-0- Plus Mileage

21

1 Motion carried by unanimous roll call vote.

2
3 **25. BUSINESS & FINANCE**

4
5 Motion: (Minniti/Glocker Hammond) to approve the following:

6
7 A. Bills Lists

- 8
9 1. The bills as presented by the Board Secretary in the following
10 amounts are ordered paid. (Attachment - EXHIBITS F1, F2, F3,
11 F4, F5, F6, F7, F8)
12

P68	\$101,606.36
P69	\$299,507.60
P70	\$ 8,254.73
P71	\$ 5,351.12
P72	\$202,432.36
P73	\$296,802.24
P74	\$ 63,725.56
P75	\$ 33,331.23

13
14 Motion carried by unanimous roll call vote.

15
16 * *Patrick Lani asked for explanation on the computer services bill with EMC,*
17 *Guidance supplies, Title I Programs, XEROX Leases, and Non-Public*
18 *Programs for Guardian Angels. Scott Campbell addressed each issue.**

19
20 Motion: (Minniti/Myers) to approve the following:

- 21
22 B. The approval for the following checks to be voided. (Attachment -
23 EXHIBIT F9)
24

6208	\$185.47
5333	\$ 35.00

25
26 Motion carried by unanimous roll call vote.

27
28 Motion: (Minniti/Glocker Hammond) to approve the following as one, C-G:
29
30

1 C. Student Activities Account

- 2
3 1. The approval of the Student Activities Account Monthly Bank
4 Reconciliation for the month of March, 2008. (Attachment -
5 EXHIBIT G)

6
7 D. Board Secretary's Report

- 8
9 1. The acceptance of the Board Secretary's Report for the month of
10 March, 2008. (Attachment - EXHIBIT H)

11
12 Pursuant to **N.J.A.C.6A:23-2.11(c)4**, the Greenwich
13 Township Board of Education certifies by a roll call vote that as of
14 **March 31, 2008**, after review of the Board Secretary's Report for
15 **March, 2008**, and upon consultation with the district officials, to the
16 best of our knowledge no major account or fund has been over
17 expended in violation of **N.J.A.C.6A:23:23-2.11(b)** and that
18 sufficient funds are available to meet the district's financial
19 obligation for the remainder of the fiscal year.

20
21 E. Treasurer's Report

- 22
23 1. The approval of the Treasurer's Report in accordance with **18A:17-**
24 **36** and **18A:17-9** for the month of **March, 2008**. The Treasurer's
25 Report and Secretary's Report are in agreement for the month of
26 **March, 2008**. (Attachment - EXHIBIT I)

27
28 F. Transfer List

- 29
30 1. The ratification of transfers, authorized by the Superintendent, for
31 the month of **March, 2008**, to give balances to new accounts and to
32 balance existing accounts. (Attachment - EXHIBIT J)

33
34 G. Transfer Report

- 35
36 1. The approval of the Transfer Report for the month of **April, 2008** in
37 the amount of \$27,592.00. (Attachment - EXHIBIT K)

38
39 Motion carried by unanimous roll call vote.

40
41 Motion: (Minniti/Glocker Hammond) to approve the following as one, H1-
42 H3:

1 H. Contracts

- 2
- 3 1. The approval of the Non-Public Technology Program Agreement
- 4 between Gloucester County Special Services School District and
- 5 the Greenwich Township Board of Education for the 2008-2009
- 6 school year. The fee associated with the program is as follows:
- 7
- 8 a. 5% of the entitlement (chargeable to the grant)
- 9 b. \$2.00 per pupil (not chargeable to the grant)
- 10
- 11 2. The approval of the Nonpublic Textbook Purchasing Program
- 12 contract between Gloucester County Special Services School
- 13 District and Greenwich Township Public School District for the
- 14 2008-2009 school year as per the attached. (Attachment -
- 15 EXHIBIT L)
- 16
- 17 3. The approval of the contract for Participation in Cooperative
- 18 Transportation Services between Gloucester County Special
- 19 Services School District and the Greenwich Township Board of
- 20 Education for the 2008-2009 school year as per the attached.
- 21 (Attachment - EXHIBIT M)
- 22

23 Motion carried by unanimous roll call vote.

24

25 * *Patrick Lani asked what the 5% fee encompassed? Scott Campbell gave a*

26 *brief explanation.**

27

28 Motion: (Minniti/Reel) to approve the following I1:

29

30 I. Resolution

- 31
- 32 1. The approval of the resolution awarding partial roof replacement at
- 33 Broad Street Elementary School to Jottan Roofing, Inc. at a cost of
- 34 \$329,748.00. (Attachment - EXHIBIT N)
- 35
- 36 2. ***Change in use at Broad Street School. (Tabled until next***
- 37 ***meeting)***
- 38

39 * *Scott Campbell informed the Board that item #2, will be held because*

40 *the legal review is still not complete and it will be ready for the 5/12/08*

41 *workshop meeting. **

42

43 Motion carried by unanimous roll call vote.

44

1 * Patrick Lani commented that some of the Board Members are concerned
2 about consolidation and do we want to spend the money on the change in
3 use right now? Scott Campbell responded that it was in the 2007-2008
4 budget approved by the voters and they expect us to do what we said we
5 would do. Mr. Lani said he would not want to spend the money if not
6 recommended by the architect. Mr. Campbell reminded them that they
7 already have incurred architectural costs for their service. No matter if you do
8 the project or not, we will still have to pay the architect for their services. If
9 the project is not done, the appropriated funds will fall into fund balance for
10 next year. A brief discussion followed. *

11
12 **26. USE OF FACILITIES**

13
14 Motion: (Minniti/Glocker Hammond) to approve the following:

- 15
16 A. The approval for Kingsway United Soccer, c/o Gibbstown Soccer to use
17 the Nehaunsey Middle School soccer fields from July 1, 2008 through July
18 31, 2009.
19
20 B. The approval for St. Michael's Church to use the Nehaunsey Middle
21 School gymnasium and kitchen for a 25th year anniversary celebration on
22 Sunday, May 18, 2008 from 9:00 a.m.- 6:00 p.m.

23
24 * Scott Campbell asked the Board of Education how they would like him to
25 proceed with the approval of the request from St. Michael's Church. Each
26 request is classified for charges for usage--a charge for facility usage, a
27 charge for employee coverage, or a charge for both the facility and employee
28 coverage. Patrick Lani asked what type of costs would we incur? Mr.
29 Campbell responded, "the cost for the custodian and cafeteria worker." Only
30 this item requires classification and the cost to the parish could be upwards of
31 \$450.00 but the Board of Education has the option to waive these costs if
32 they so desire. St. Michael's has paid for the employee's in the past and the
33 facility cost has been waived. Louis Fabiani does not think the district should
34 incur any expenses. *

- 35
36 C. The retroactive approval for Paulsboro High School Basketball to use
37 the Nehaunsey Middle School gymnasium on Thursdays from April 17,
38 2008 through May 29, 2008

39
40 **27. OLD BUSINESS**

41
42 Fred Reel called the New Jersey School Boards Association, (NJSBA) about the
43 publication, "Basic Boardmanship, Volume #3" and if we could get it for free.
44 They let him know that it was being revised and the new edition would be
45 available in June and would cost about \$20.00. He feels we should wait.

1 Dr. Francine Marteski reminded the members who participated in the self-
2 evaluation that the representatives from NJSBA would be here on May 12, 2008
3 to review their findings. Board members had the option to send it to NJSBA
4 directly or hand it in to the Board office. They will also be going over the
5 Superintendent's evaluation with Board Members who are eligible for
6 participation. The Board agrees with May 12, as a presentation date.
7

8 **28. NEW BUSINESS**
9

10 Patrick Lani brought up professional appointments for 2008-2009 and what
11 direction to give the Business Administrator on what the Board wants to do. The
12 list of appointees has been provided from last year as a reference. Fred Reel
13 only wants to interview for the architect position. Mr. Lani reaffirmed that the
14 Board was polled and the only appointment that they want to interview is for the
15 architect. As per the Board of Education, Scott Campbell will notify Garrison
16 Architects and Gibson/Tarquini Group to interview as per the board directive.
17 The date and time will be determined. Mr. Lani asked if we have to pay for
18 architectural services even if we do not do the "change in use" project? Mr.
19 Campbell answered that we have to pay them even if it is decided not to do the
20 work. Also, if you appoint another architect besides Garrison, Garrison would
21 still handle the work for the partial roof replacement and change in use. Mr.
22 Campbell asked if the Board wanted to place an ad to accept proposals for
23 architects? Fred Reel was only impressed with Garrison and Gibson/Tarquini so
24 in his opinion, that is enough. Mr. Reel then made the following motion:
25

26 Motion: (Reel/Fabiani) to interview Garrison Architects and Gibson/Tarquini
27 Group for architectural services for 2008-2009:
28

29 **Roll Call Vote:**
30

31 Fred Reel - Yes
32 Louis Fabiani - Yes
33 Robyn Glocker Hammond - Yes
34 Patrick Lani, Jr. - Yes
35 Loraine LaPalomente - Abstained
36 Frank Minniti - Yes
37 Michael Myers - Yes
38

39 * *Patrick Lani, Jr. reaffirmed that we will not interview for any other professional*
40 *services. Scott Campbell informed the Board that these items would be on the*
41 *May 19, 2008 agenda. **
42

43 **29. CORRESPONDENCE**
44

45 None at this time.

1 **30. BOARD OF EDUCATION COMMITTEE REPORTS**

2
3 None at this time.

4
5 **31. PUBLIC - AGENDA/NON-AGENDA ITEMS**

6
7 Diana Taormina, 740 Duncan Avenue, Gibbstown, NJ. Mrs. Taormina's question
8 comes from Governor Corzine's cutting aid to municipalities and forcing services
9 to be consolidated. This could lower property values and absorbing problems
10 other districts have and affecting the health of our towns. Are you planning on
11 merging our district? If so, with what district and will you let the voters decide?
12 Dr. Francine Marteski explained that County Superintendent's were appointed
13 with the charge to come up with a plan for districts in our county to conform to
14 Governor Corzine's plan. That plan is due in March, 2010. County
15 Superintendent, Dr. Stanwood will unveil his plan but only after consulting with
16 the task force representing the County. The plan, after unveiled, would be voted
17 on . Patrick Lani stated the Board of Education has no control over who we
18 would merge with. The citizens have a vote though. Louis Fabiani added that
19 the citizens of Gibbstown need to come out and vote. Mrs. Taormina asked if
20 there was any knowledge as to what percentage they were looking? Dr. Marteski
21 responded that the initial information states that they are looking at making
22 districts 3,000-5,000 students each and it is still an unknown. It would be per
23 district, K-12. Mr. Fabiani added that people in opposition stress that this
24 eliminates home rule. Mr. Lani commented that the school elections averaged
25 14% as per an article in the Gloucester County Times. The state wants to take
26 away your rights.

27
28 Lee Lucas, 361 Democrat Road, Gibbstown, NJ commented that the New Jersey
29 Education Association (NJEA) wants to eliminate the vote and nothing would
30 make them happier. He wants to know where we are on the consolidation issue?
31 Patrick Lani does not want to bring it down to politics for or against consolidation.
32 It has to be a progression of collecting information and making decisions. Mr.
33 Lucas asked how much Mr. Lani thought would be saved through consolidation?
34 Mr. Lani responded that the district would save over \$600,000.00. Mr. Lani
35 responded through maintenance and computer services, a quick calculation
36 could grow to even more. Mr. Lucas commented that our instructional costs are
37 the third highest in the state.

38
39 Cathy Tortella, 414 Swedesboro Road, Gibbstown, NJ commented that we gave
40 up over \$6 million for our buildings and now it will totally fall on the taxpayers.
41 She also commented that she believes getting rid of committee's is not a good
42 idea. Michael Myers commented that the Policy Committee has not met and
43 changes in policy have come from changes in regulation and not specific
44 requests. Policies cannot get reviewed by three people in a committee.
45 According to Mr. Myers, it needs to be done by a committee of the whole. Mrs.

1 Tortella then commented that she was dismayed that all of the Personnel
2 Committee members did not approve of the hiring of the new staff member and
3 that board members should understand what they are voting on and that if they
4 did not understand the process, you should have asked.

5
6 Susan Vernacchio, 224 Phyllis Drive, Gibbstown, NJ commented that the change
7 in use was part of the budget that was approved by the board and voters. She
8 also commented that the board should put children first and do what is best.

9
10 Chuck Tortella, 414 Swedesboro Road, Gibbstown, NJ, commented that he
11 could see by who was in attendance this evening that the Board may have gotten
12 political. He stressed that we should keep kids out of the local politics and that
13 he hopes that he is wrong with his initial assessment. In closing, he stressed to
14 the Board of Education members to go see what goes on in other surrounding
15 districts and what is good for kids, not politicians.

16
17 **32. ADJOURNMENT**

18
19 Motion: (Myers/Glocker Hammond) to adjourn the meeting at 9:47 p.m.

20
21 Motion carried by unanimous voice vote.

22
23
24
25 Respectfully Submitted,

26
27
28
29
30 Scott A. Campbell, Board Secretary