

October 18, 2018

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education Meeting was held on Thursday, October 18, 2018, in Summit High School Library/Media Center beginning at 7:00 PM. Those present: Ms. McCann, presiding, Mr. Bonner, Mr. Colón, Ms. Miller, Ms. Primack, Mr. Weinreich, and Ms. Wong.

Also present were Mr. Chang, Superintendent, Mr. Pepe, Assistant Superintendent/Board Secretary, Dr. Block, Director of Human Resources, Ms. McCann, Director of Education, Ms. Sarno, Assistant Business Administrator, Ms. Babis, Director of Special Services, and Ms. Cebula, Assistant Director of Education. There were 60 members of the public in attendance.

NOTICE OF CERTIFICATION

The following notice was presented:

Let the minutes reflect that adequate notice of this meeting has been provided in accordance with the regulations of the Open Public Meetings Act.

PRESENTATIONS & DISCUSSIONS

President McCann opened the presentation with comments regarding the introduction of full-day kindergarten (FDK) and the considerations of implementing the plan, such as process, strategies, etc.

A. Full-Day Kindergarten – June Chang and Jennifer McCann

Superintendent Chang and Ms. McCann, Director of Education, presented the educational benefits of FDK and what a typical day of structured learning would look like as well as appropriate rest periods, play periods and lunch/recess.

Following the presentation, President McCann opened the floor to questions from Board members first, and outside of Ms. Wong, Mr. Colón and herself, the other members of the Board opined in favor of allowing members of the public to express their concerns and/or support for the initiative.

Superintendent Chang made it clear that the Board was considering moving to universal FDK as part of the budget process for school year 2019-2020.

Various member of the public expressed their position and reasons both in support of and against consideration of universal full-day kindergarten.

B. PARCC results - Jennifer McCann and Michelle Cebula

Ms. McCann, Director of Education, and Ms. Cebula, Assistant Director of Education, presented PARCC data and results.

At this time, Ms. McCann stated that the Board would now go into executive session and asked that the appropriate resolution be presented. The following resolution was then presented:

A. That it does hereby determine that it is necessary to meet in Executive Session on

Thursday, October 18, 2018 to discuss:

1. Legal
 - a. Personnel

- B. That the matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

Motion by Mr. Weinreich, seconded by Ms. Wong, and carried to Executive Session at 9:45 PM.

The Board returned to Public Session at 9:59 PM.

PRESIDENT'S ANNOUNCEMENTS

President McCann announced that tomorrow night, October 19th, is the Friday Night Lights game at Investors Field and invited all to attend. She reminded everyone that Monday and Wednesday, November 5th & 7th are single session days and Tuesday, November 6th the schools will be closed for Election Day. Tickets for the LCJSMS fall play, "Our Town" will be on sale in mid-November; the next BOE meeting will be Thursday, November 15th and they will be recognizing student highlights at that meeting.

SUPERINTENDENT'S REPORT

Mr. Chang spoke about the following:

- Kindergarteners have been celebrating their reading accomplishments, and we were treated in the Board Office to a lively "We are Readers" parade! They have also started their STEM Design Challenges.
- In addition to hosting her first "Tea with Tierney," Franklin School Principal Tierney hosted her first Franklin School Council meeting of the year.
- Lincoln-Hubbard kicked off their "Pillars of Character Education" with this year's focus being on CARING.
- Washington and Jefferson Schools held their first professional development on inclusion, discussing the tenets and brainstorming ideas to make school more inclusive for all. Thanks to Joe Cordero Lauren Banker, and Melissa Nestor.
- At LCJSMS, 6th graders designed and built iPad cases and then did an iPad case drop. This was tied into math – students calculated costs, as well as language arts – students wrote reviews about the cases.
- Tomorrow we are looking forward to the annual 8th grade Public Policy Convention. Proud to have our students become active citizens and realize the importance of civic engagement, even at the local level.

Ms. Primack moved the following under Superintendent's Report:

- A. Approval to affirm the Superintendent's decision following receipt of reports of Harassment, Intimidation and Bullying:
- B. Approval to review the following reports of Harassment, Intimidation and Bullying:
9/27/18-110

C. Suspensions

<u>Summit High School</u>		
<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
9/26/2018	4071326583	4
9/28/2018	1353858417	4.5

<u>Lawton C. Johnson Summit Middle School</u>		
<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
9/24/2018	3079289934	1
9/27/2018	9365477885	1

Seconded by Ms. Miller. The roll was called and all present voted “Aye.” The motion was declared adopted.

COMMITTEE REPORTS

- A. Education Committee – Ms. Primack reported on the following: principals sharing their initiatives on how to be more innovative; Ms. Babis and Athletic Director Dan Healy discussed unified sports and how Special Olympics is offering a \$4,000 grant for our students; student trip to Iceland; school calendar revision incorporating community input
- B. Operations Committee – Mr. Bonner reported on the following: Summit HS turf field replacement; facilities checklist & Form M1 report on tonight’s agenda; upcoming start to the budgeting cycle; data analyst to help improve district efficiency and better analyze data; FDK tuition collections
- C. Policy Committee – Ms. Wong reported on the following: criminal background checks; principal discretion on investigating HIB claims
- D. Communications Committee – Ms. Miller reported on the following: committee’s mandates and desired outcomes
- E. Negotiations Committee - No report
- F. Liaison Reports – Ms. Miller went to an S4A meeting; Mr. Pepe attended the Education Commissioner’s convocation where the goal is to work better with districts; Ms. Primack went to an SEF board meeting where the fall grants cycle was discussed

PUBLIC DISCUSSION

None

APPROVAL OF BOARD MINUTES

Mr. Bonner moved approval of the following item under Approval of Board Minutes:

- A. Approval of the minutes of the following meetings:
 - 1. September 13, 2018 Regular Meeting

Seconded by Mr. Weinreich. The roll was called and all present voted “Aye.” The motion was declared adopted.

SCHOOL BOARD OPERATION

Ms. Primack moved approval of the following items under School Board Operation:

- A. Approval of travel for staff members (as per attached)
- B. Approval of resolution “Submission of Comprehensive Maintenance Plan” and Form M-1 as per N.J.A.C. 6A:26A (as per attached)
- C. Approval of anticipated 2018-2019 Out-of-State and Overnight field trips (as per attached)
- D. Approval of Settlement Agreement between Summit Board of Education and parents of student #4259099304 as per attorney recommendation
- E. Approval of Settlement Agreement between Summit Board of Education and parents of student #1237258565 as per attorney recommendation
- E. Approval of a donation in the amount of \$4,200 from the Franklin School PTO to purchase literacy materials
- F. Approval of Public Donor Agreement between Summit Board of Education and The Connection for Women & Families to provide in-kind services to The Connection including use of five elementary schools and custodial services in the amount of \$150,000 in kind
- G. Approval to submit the School Nursing Services Plan for the 2018-2019 school year to the County Superintendent
- H. Approval to join The Interlocal Purchasing System (TIPS) for the purpose of purchasing bid products under applicable purchasing cooperative statutes of the home jurisdiction of the member entity, to make lawful purchases through TIPS contracts under the same terms and conditions and proposed pricing as lawfully awarded by TIPS for the purposes of TIPS or its members
- I. Approval of Quote #8788 dated 7/5/18 from Smith System % Lee Distributors, P.O. Box 860415, Plano, TX 75086 for furniture for the H.S. Culinary Arts classroom in the amount of \$14,832.16 as per ESCNJ Bid #17/18-16
- J. Approval of quote dated 9/24/18 from Thermco, 228 Scoles Avenue, Clifton, NJ 07012 for boiler inspection and maintenance kits in the amount of \$10,259.76
NOTE: No additional quotes requested as item is proprietary in nature
- K. Approval of Proposal #30761V2 from Tele-Measurements, Inc., 145 Main Avenue, Clifton, NJ 07014 for camera equipment/installation in the H.S. Culinary Arts classroom in the amount of \$13,872 as per state contract #81123
- L. Approval of Quote #JH14-869427 from Howard Industries, P.O. Box 1588, Laurel, MS 39441-1588 for Microsoft Office Pro Plus Academic software and licensing at a cost of

\$16,149 as per N.J. State Contract NCPA 01-45

- M. Approval of Proposal #SHJTQ5355-05 dated 9/27/18 from Ben Schaffer Recreation, Inc., P.O. Box 844, Lake Hopatcong, NJ 07849 for outdoor classroom furniture and installation at Lincoln-Hubbard School in the amount of \$32,148.33 as bid under ESCNJ 17/18-20; Co-op #65MCESCCPS
- N. Approval of Project 77, 175 Varick Street, New York, NY 10014 for strategic data analytics services at an hourly rate of \$125/hour on an as-needed basis at the review and approval of the superintendent of schools for the 2018-2019 school year
- O. Approval of donation from the Summit Basketball Club in the amount of \$16,802 to fund the 2018 boys' & girls' basketball grant positions
- P. Approval of Invoice #3063349 dated 9/30/18 from Weldon Asphalt Co., 141 Central Avenue, Westfield, NJ 07090 for paving of the Brayton School lot at a cost of \$31,626.68
Note: Project completed through Summit City DPW under shared services, vendor determined by City of Summit
- Q. Approval of Invoice #1052018-DCS dated 10/5/18 from City of Summit, 512 Springfield Avenue, Summit, NJ for labor for milling and paving of the Brayton School lot on 9/29 & 9/30 at a cost of \$10,000
Note: Project completed through City of Summit DPW under shared services
- R. Approval of transfer of \$41,626.68 from capital reserve to fund the Brayton School Paving Project
- S. Approval of Proposal dated 10/12/18 from EI Associates, 8 Ridgedale Avenue, Cedar Knolls, NJ 07927 for professional engineering services for the High School synthetic turf replacement as follows:

Phase I - Schematic Design	\$15,000
Phase II - Contract Document Phase	26,000
Phase III - Construction Administration Phase	12,000
- T. Approval of the 2019-2020 school year calendar (as per attached)
- U. Approval of Alternative High School Agreement between Summit Board of Education and Union County Vocational-Technical School, 1776 Raritan Rd, Scotch Plains, NJ 07076 for student #5239287522 to attend for the 2018-2019 school year at a cost of \$15,000
- V. Approval of Invoice dated 3/28/18 from the Visual Arts Center of New Jersey, 68 Elm Street, Summit, NJ 07901 for instructor, materials, supplies and administration of the comic book literacy program at Brayton School in the amount of \$8,610
- W. Approval of Invoice #0039040-IN dated 9/7/18 from Tele-Measurements, Inc., 145 Main Avenue, Clifton, NJ 07014 for project engineering, programming, coordination, testing, and purchase and installation of cameras & equipment for the Summit H.S. Culinary Arts classroom at a cost of \$13,872 as per N.J. State Contract #81123

Motion was seconded by Ms. Wong. The roll was called and all present voted “Aye.” The motion was declared adopted.

PERSONNEL

Ms. Primack moved approval of the following items under Personnel:

- A. Approval to appoint the following new staff, pending criminal history review, background checks as required by law, and ability to obtain appropriate NJ certification:
 - 1. Carol Meiseles, Long-Term Strings Substitute Teacher, Summit High School, \$225/day, effective September 21, 2018 through October 5, 2018

- B. Approval to appoint the following substitute teachers, pending criminal history review, background checks as required by law, and ability to obtain NJ substitute teacher credentials:
 - 1. Charles Muller, \$100/day, effective October 19, 2018
 - 2. Carol Meiseles, \$100/day, effective October 19, 2018

- C. Approval of the following Change of Assignment:
 - 1. Daniel Levitt, from Long-Term Physical Education Substitute Teacher, JPC, WPC and LCJSMS, to Inclusion Aide, Jefferson Elementary School, Aide-Step-3, \$35,826 (prorated), effective October 4, 2018 through June 30, 2019
 - 2. Marie Williams-Villegas, from District Substitute, to Inclusion Aide, Jefferson Primary Center, Aide-Step-2, \$34,889 (prorated), effective September 17, 2018 for the 2018-2019 school year
 - 3. Emily Maldonado, from Paraprofessional, Summit High School, to Long-Term Special Education Substitute Teacher, Summit High School, \$225/day, effective October 25, 2018 through March 25, 2019, upon return of the staff member, Ms. Maldonado will return to her Paraprofessional position at Summit High School
 - 4. Jennifer Schedlbauer, from Long-Term Substitute Teacher, Jefferson Primary Center and Wilson Primary Center, to Leave Replacement Teacher, Wilson Primary Center, MA-Step-6, \$63,532 (prorated), effective January 2, 2019 through May 29, 2019, and one overlap day on December 21, 2018, \$100/day
 - 5. Rachel Petrella, from Long-Term Substitute Aide, Washington Elementary School, to a new Long-Term Substitute Aide position, Washington Elementary School, Aide-Step-1, \$184.54/day

- D. Approval to appoint the following support staff, pending criminal history review and background checks as required by law:
 - 1. Michael Seidof, Custodian, Summit High School, Custodian Category-1 Step-1, \$35,253 (prorated), effective October 19, 2018 for the 2018-2019 school year
 - 2. Donna Manno, Inclusion Aide, Lincoln-Hubbard Elementary School, Aide-Step-3, \$35,826 (prorated), effective October 22, 2018 (or sooner if she is able to be released from her current position) for the 2018-2019 school year
 - 3. Christine Otiende, Playground Aide, Brayton Elementary School, \$38/hour, effective October 22, 2018, (or sooner if she is able to submit all paperwork and meet all clearances) for the 2018-2019 school year
 - 4. Sandra Holmes, Playground Aide, Brayton Elementary School, \$38/hour, effective October 11, 2018 for the 2018-2019 school year

5. Martine Ives, Inclusion Aide, Wilson Primary Center, Aide-Step-3, \$35,826 (prorated), effective October 1, 2018 for the 2018-2019 school year
 6. German Ruiz, (.5) Custodian, Summit Public Schools, Custodian Category-1-Step-1 (.5), \$17,627 (prorated), effective October 8, 2018 for the 2018-2019 school year
 7. Michelle Lazzaro, Playground/Cafeteria Aide, Brayton Elementary School, \$38/hour, effective September 4, 2018 for the 2018-2019 school year
 8. Scott Tanner, Playground/Cafeteria Aide, Brayton Elementary School, \$38/hour, effective September 4, 2018 for the 2018-2019 school year
- E. Approval of the job description for Special Assignment School Nurse (see attached)
- F. Approval to accept the resignation of the following staff:
1. Angelica Policastro, Long-Term Inclusion Aide Substitute, Jefferson Primary Center, effective November 2, 2018
- G. Approval of maternity/family leave for the following staff:
1. Danielle Petrosky, Inclusion Aide, Lawton C. Johnson Summit Middle School, paid leave, effective December 3, 2018 through December 10, 2018, and unpaid leave, effective December 11, 2018 through March 18, 2019 (adjusted from the June 14, 2018 agenda)
 2. Allison Ahearn, Resource Room Teacher, Lincoln-Hubbard Elementary School, unpaid leave, effective August 30, 2018 through December 3, 2018 and unpaid/childcare leave, effective December 4, 2018 through March 18, 2019 (adjusted from the May 10, 2018 agenda)
 3. Laura Gibson, Health and Physical Education Teacher, Summit High School, paid leave, effective October 29, 2018 through December 21, 2018, unpaid leave, effective January 2, 2019 through March 29, 2019 (adjusted from the September 13, 2018 agenda)
 4. Joy Nastasi, LLI/BSI Teacher, Wilson Primary Center, paid leave, effective January 2, 2019 through February 26, 2019 and unpaid leave, effective February 27, 2019 through May 29, 2019
 5. Lauren Fullmer, Grade 5 Teacher, Brayton Elementary School, paid leave, effective February 14, 2019 through April 12, 2019 and unpaid leave, effective April 22, 2019 through September 24, 2019
 6. Alicia Lyle, Mathematics Teacher, Summit High School, paid leave, effective January 2, 2019 through February 4, 2019 and unpaid leave, effective February 5, 2019 through May 8, 2019
 7. Jennifer Schwarzenbek, Grade 1 Teacher, Franklin Elementary School, paid leave, effective December 3, 2018 through February 1, 2019 and unpaid leave, effective February 4, 2019 through April 30, 2019
- H. Approval to pay Janet Warbeck, \$137.00 for mentoring during the 2017-2018 school year
- I. Rescind the approval of Alison Gomes, Playground Aide, Brayton Elementary School, \$38/hour, effective September 14, 2018 for the 2018-2019 school year (adjusted from the September 13, 2018 agenda)
- J. Approval to correct the following Inclusion Aides salaries to \$35,826 (adjusted from the

September 13, 2018 agenda)

1. Gabrielle Carlino
 2. Keri Cogdill
- K. Approval to pay Lara Drewes, Detention Proctor, Summit High School, \$48/hour, paid via timesheet, for the 2018-2019 school year
- L. Approval to pay Damen Cooper for 5 unused vacation days at \$624.65 = \$3,123.25
- M. Approval to appoint the following as Lunch Phone Aides, \$16.58/hour, effective August 30, 2018 for the 2018-2019 school year:
1. Carmelina Dombrowski - Lincoln-Hubbard Elementary School
 2. Eve Justus - Franklin Elementary School
 3. Marlene Martini - Washington Elementary School
- N. Approval to appoint the following substitute support staff, pending criminal history review and background checks as required by law:
1. Caryl Butler, Clerical Substitute, \$18/hour, effective October 19, 2018
 2. Eve Justus, Clerical Substitute, \$13/hour, effective September 28, 2018
- O. Approval to appoint the following substitute school nurses, pending criminal history review, background checks as required by law, and ability to obtain NJ Substitute School Nurse Credential:
1. Kimberly Moore, \$225/day, effective October 19, 2018
- P. Approval to pay Buddy Teachers, at the curriculum rate of \$48/hour, 6 hours each, for the 2018-2019 school year (see attached)
- Q. Approval to add an extra 7th teaching assignment, Anna Gomez, ESL Teacher, Washington Elementary School, \$15,077 for the 2018-2019 school year
- R. Approval to appoint I&RS Coordinators for the 2018-2019 school year (see attached)
- S. Approval to appoint the following staff for Brayton After School Activities, at the curriculum rate of \$48/hour (paid by the PTO)
1. Chris Miller, Chess Club, 15 hours and 1 Tournament, October 11, 2018 through December 13, 2018
 2. Matt Ferry, Chess Club, 12 hours, October 11, 2018 through December 13, 2018
 3. Courtney Kaczynski, Coding Club, 18 hours, October 10, 2018 through December 6, 2018
 4. Matt Ferry, Flag Football, 9 hours, October 5, 2018 through November 6, 2018
- T. Approval to appoint Justin Rodriguez to work as a volunteer Football Coach for the 2018-2019 school year
- U. Approval of the following Non-Athletic Generic Stipends for the 2018-2019 school year:
1. Amy Wysoczynski and Maria Corall, Eco Club, stipend of \$2,068 each, Lawton C. Johnson Summit Middle School
 2. Ian Bell and Bruce Fenska, Intramural Club, stipend of \$1,965 each, Jefferson

Elementary School

3. Christine Stelmach, Planting Club, stipend amount of \$4,341, Summit High School
- V. Approval of Colin Breivogel, 8th Grade Washington D.C. Trip Coordinator, \$4,000, to be paid from the Lawton C. Johnson Summit Middle School Student Activities Fund, for the 2018-2019 school year
- W. Approval to appoint Matthew Stanbro, FLASH Coordinator, stipend of \$9,500 (50% paid in July and 50% paid in August), for the 2018-2019 school year
- X. Approval to appoint William O'Regan, Assistant FLASH Coordinator, stipend of \$8,500 (50% paid in July and 50% paid in August), for the 2018-2019 school year
- Y. Approval to pay staff for working the Stokes weekend (see attached)
- Z. Approval of the 2018-2019 Winter Coaching Recommendations (see attached)
- AA. Approval of the following teachers to work on the Keys to Success SEF grant:
 1. Andrea Sadow - 25 hours @ \$48/hour
 2. Loreli Stochaj - 25 hours @ \$48/hour
 3. Cheryl Brennan - 15 hours @ \$48/hour
 4. Jessica Breznak - 15 hours @ \$48/hour
- BB. Approval to appoint Ana Gomez for 4 hours per week at the rate of \$50/hour, 14 weeks (\$2,800) for ESL Advanced Course (funded by the Gottesman Family Foundation)
- CC. Approval to grant Karen Doherty, up to 15 hours, at the curriculum rate of \$48/hour for K-12 Media Literacy
- DD. Approval to appoint the following Summit High School staff as Student Mentors, up to 27 hours each, at the curriculum rate of \$48/hour (funded by Title I):

1.) Jamie Farber	7.) Erin Fogarty
2.) Peter Connolly	8.) Monika Bartlett
3.) Jennifer Renn	9.) Claudia Gutierrez
4.) Karen Ingram	10.) Maria Wager
5.) Jennifer Schulz	11.) Gary Pascal
6.) Christine Bohan	
- EE. Approval to appoint the following Lawton C. Johnson Summit Middle School staff as Student Mentors, up to 60 hours each, at the curriculum rate of \$48/hour (funded by Title I):

1.) Alex Whiteside	6.) Justin Liss
2.) Stefanie Jurista	7.) Jacek Lodziato
3.) Mallory Mortillaro	8.) Xia Zhang
4.) Lauren Ettinger	9.) Julia Hauser
5.) Nicole Macias	
- FF. Approval of the following Brayton Elementary School staff members to run the After School Workshop Program, one teacher, up to 45 hours, at the curriculum rate of

\$48/hour:

- 1.) Staci Kaplan
- 2.) Betty Wolfer - Substitute

GG. Approval of Stephanie Gallegos to serve as the Drama Technical Director, Summit High School, Stipend-Step-1A, \$6,225, for the 2018-2019 school year

HH. Approval to appoint Theresa Martin, Lawton C. Johnson Summit Middle School, Student Mentor, up to 20 hours, at the curriculum rate of \$48/hour (funded by Title I)

II. Approval to appoint Noel Brooks, Summit High School, Cross Country Inclusion Aide, Aide-Step-3, \$25.96/hour, effective August 1, 2018

Motion was seconded by Ms. Miller. The roll was called and all present voted “Aye.” The motion was declared adopted.

POLICIES

Mr. Weinreich moved the following items under Policies:

- A. Approval to suspend the rules of Bylaw 1031 requiring two Board readings to adopt a Policy and adopt Policy 5512 - Harassment, Intimidation, and Bullying with one reading to have this Policy effective for September 1, 2018

Second Reading

P1510 American with Disabilities Act (Revised) (M)

P5350 Student Suicide Prevention (Revised) (M)

P5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (Revised) (M)

P8561 Procurement Procedures for School Nutrition Programs (New) (M)

First Reading

P1613 Disclosure and Review of Applicant’s Employment History (New) (M)

Motion was seconded by Mr. Colón. The roll was called and all present voted “Aye.” The motion was declared adopted.

FINANCE

Ms. Primack moved the following items under Finance:

Upon the recommendation of the Business Administrator to the Superintendent:

- A. Approval of the October Bills List as listed below:

1.	Regular Bills	Fund 10	\$1,153,459.47
2.	Special Revenue	Fund 20	\$ 122,193.02
3.	Capital Projects	Fund 30	\$ 15,680.72
4.	Enterprise Fund	Fund 60	\$ - 0 -
	Sub Total All Funds		\$1,291,333.21

5.	Food Service	Fund 61	\$ 228,177.82
	Total All Bills		\$1,519,511.03

- B. Approval of the monthly payroll for September 2018 - \$4,664,139.79
- C. Approval of budget adjustments and line item transfers for July 2018
- D. Approval of Secretary and Treasurer's reports for July 2018
- E. Monthly Budgetary Line Item Status Certification:

Resolved, that the Board Secretary for the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10 (c) 3, as of July 2018 that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23A-16.10(a); and

Further Be It Resolved, that the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10(c) 4 that after review of the board secretary's and treasurer's monthly financial reports and the advice of district officials, we have no reason to doubt that no major account or fund has been over-expended in violation of NJAC 6A:23A-16.10 (b).

- F. Approval of budget adjustments and line item transfers for August 2018
- G. Approval of Secretary and Treasurer's Report for August 2018

Motion was seconded by Mr. Bonner. The roll was called and all present voted "Aye." The motion was declared adopted.

ADJOURNMENT

Motion by Ms. Primack, seconded by Ms. Miller, and carried to adjourn the meeting at 10:38 PM.

Respectfully submitted,



Secretary