

CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION

MINUTES OF APRIL 1, 2009

Meeting Opened: The regular monthly meeting of the Camden County Educational Services Commission was called to order at 7:30 P.M. on April 1, 2009 by Mrs. Miller, Board President.

Flag Salute: Everyone participated in the pledge of allegiance.

Public Announcement: In accordance with the Open Public Meetings Act, the Camden County Educational Services Commission has caused notice of the meeting to be posted as follows:

- a. transmitted to the Courier Post and Record Breeze
- b. transmitted to the County Clerk's office
- c. posted at the Commission office

Roll Call: Those members in attendance at the time of roll call included: Ms. de Haan, Ms. Soulos, Mrs. Miller, Mrs. Walsh, Ms. Gibbs-Smith, and Mr. Kammler. Also in attendance were Mr. Schwartz, Superintendent, Dr. Sorce, Director of Instruction, Ms. Boston, Board Secretary and Mr. Schmoll, our Solicitor.

The following members informed us prior to the meeting that they would not be able to attend: Dr. Teichman, Mr. Reeder and Mr. Rafferty.

At this time, there were not enough members for a quorum. The meeting was closed at 7:40 p.m. to wait for members to arrive. Our Solicitor approved the use of the telephone for a conference call at this meeting.

The meeting was re-opened at 7:55 p.m. Mr. Reeder and Mr. Laskey joined the meeting via a conference call.

Minutes: Motion by Mrs. Walsh, seconded by Ms. Soulos and approved by a roll call vote of 7 yes, 0 no and 1 abstain (Mr. Kammler) to approve the minutes of the March 4, 2009 Board meeting.

Motion by Ms. de Haan, seconded by Mrs. Walsh and approved by roll call vote of 7 yes, 0 no and 1 abstain (Mr. Kammler) to approve the closed session minutes of the March 4, 2009 Board meeting.

MINUTES OF APRIL 1, 2009 CONTINUED

Board Secretary's
Report:

Motion by Mr. Kammler, seconded by Ms. de Haan, and unanimously approved by roll call vote to approve the Board Secretary's report as of February 28, 2009, which includes the following necessary line item changes.

INCREASE:

REVENUE:

20-3232-0100

PL 192-193

36,459.00

APPROPRIATIONS:

20-500A-200-890R-10-100

REIMBURSEMENT TO DISTRICTS

TRANSFER:

FROM: 11-000-230-339-01-013

GEN. ADM.:OTHER PROF. SER.

5,000.00

TO: 11-000-230-530-01-013

COMMUNICATION/TELEPHONE

Certification:

Motion by Mrs. Walsh, seconded by Ms. Soulos, and unanimously approved by roll call vote to accept the following resolution:

BE IT HEREBY RESOLVED, to approve the certification by Noreen Boston, Board Secretary, that as of February 28, 2009 no budgetary line item account has been over expended in violation of N.J.A.C.6:A:23-2.11(c) 3.

Correspondence:

There was no correspondence at this meeting.

Public Discussion:

There was no public discussion at this meeting.

SUPERINTENDENT'S REPORT

Employment

Contracts:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to appoint and approve an employment contract for Robert Wisniewski as a full time instructional assistant at Paul VI High School at an annual salary of \$15,930 to be prorated plus benefits effective April 20, 2009 to June 30, 2009.

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to appoint and approve an employment contract for Alayna Epley as a part time (0.8 FTE) long term substitute teacher assigned to Pioneer Academy effective as soon as possible to June 30, 2009 at a per diem rate of Step 1 on the salary guide with no benefits.

MINUTES OF APRIL 1, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

Leave of Absence: Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a leave of absence under the provisions of the Federal Family Medical Leave Act for Employee #271 from March 20, 2009 to May 1, 2009 (estimated) contingent upon receipt and acceptance of the Certification of Health Care Provider.

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a leave of absence under the provisions of the Federal Family Medical Leave Act for Employee #150 from April 6, 2009 to May 6, 2009 (estimated).

Retirement: Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to accept the retirement of Ruth Doran, PL 192-193 teacher, effective July 1, 2009.

Workshops/
Conferences: Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve staff attendance at the workshops and conferences and related travel expenses as presented in Attachment A sent to members and appended to these minutes:

Travel Date	Event	# of Employees	Cost
7/20-24/2009	Modern Art & Artists	1	\$250
5/5/2009	Bus. Proofreading & Grammar	1	\$179
5/8/2009	Teaching Math in Prisons	1	\$ 30
5/6/2009	NJASBO Conference	1	\$265
5/20-21/2009	NJASA Conference	1	\$690
4/30/2009	Legal/Employment Issues	2	\$200

Emergent Hiring: Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve an emergent hiring application for Robert Wisniewski.

Gibbsboro Pre-School Program: Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the continuation of the Preschool Program at the Gibbsboro Elementary School for the 2009-2010 school year, to establish an estimated tuition rate of \$33,500, and to authorize the Superintendent and School Business Administrator/Board Secretary to execute contracts for same.

MINUTES OF APRIL 1, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

White Horse
Academy:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the continuation of White Horse Academy for the 2009-2010 school year, to establish an estimated tuition rate of \$23,000 and to authorize the Superintendent and School Business Administrator/Board Secretary to execute contracts for same.

Clementon K-2
Autistic Program:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to terminate the K-2 Autistic Program at Clementon Elementary School effective June 30, 2009.

Local Professional
Development Plan:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the Local Professional Development Plan for 2009-2010.

Contracts:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a contract with the Collingswood School District to provide independent Child Study Team evaluation services for the 2008-2009 school year at the previously established rates.

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a contract with the Oaklyn School District to provide homebound instruction services for the 2008-2009 school year at the previously established rates contingent upon available resources.

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a contract with Haddon Twp. School District to provide Instructional Assistant services during the 2008-2009 school year at an annual cost of \$33,650 to be prorated depending upon start date of services.

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a contract with the Merchantville Board of Education to provide occupational therapy and physical therapy services on their behalf for nonpublic students during the 2008-2009 school year at the previously established rates.

MINUTES OF APRIL 1, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

Sadly, in a few weeks, another of our fine students will return to his home district so he can participate in the closing activities of his middle school. As with the other student who left us, this student is one of our success stories. He has matured quite a bit in his short time with us and I am happy to report that he has not had one discipline referral while at the Academy. We are happy for his return to his home school but sad to see him leave us.

The three learning experiences I conveyed in my last report were extremely successful. Project Pride was one of the most moving programs I have ever had the experience to be a part of in my thirty-five years in education. Although the inmates were older than the students, their stories were about mistakes they made when they were middle school age. They shared their stories from their hearts and then had lunch with us for an even more personal experience. I would recommend this program to any school because of its powerful and personal messages.

Our field trip to the Holocaust Museum in Cherry Hill was also very rewarding. The museum was small but had many artifacts donated by Holocaust survivors. Our host was very informative and handled the students' questions professionally. We even had an impromptu visit by a Holocaust survivor who happened to be in the building at the same time. Our social studies unit was brought to a close by student Power Point presentations and a trip to the Ritz Theater to see the powerful film, *Defiance*.

Next week brings an end to the third marking period. Report cards will go home prior to spring vacation. The entire staff is looking forward to a great end of the year upon their return.

As always, thank you all for your continued support.

Old Business: There was no old business discussed at this meeting.

New Business: There was no new business discussed at this meeting.

MINUTES OF APRIL 1, 2009 CONTINUED

COMMITTEE REPORTS

Transportation:

A complete list of transportation renewals for the 2009-2010 school year was sent to members with their agendas that showed each route number, destination, contractor, the original bid, last years' renewal amount and the requested renewal amount and is appended to the minute book

Motion by Ms. Gibbs-Smith, seconded by Ms. Soulos and unanimously approved by roll call vote to approve transportation renewal contracts for the 2009-2010 school year as follows:

Contractor:	CT Caring Transport	09/10
Rte. No.	Destination	Contract
715	BCSS	\$39119.40

Contractor:	DCJ Transportation	09/10
Rte. No.	Destination	Contract
720	Bankbridge N/S	\$59005.80
629	Orchard Friends	49131.00
694	Sawtelle	38934.00
956	Bancroft	31518.00

Contractor:	Delaware City Paratransit	09/10
Rte. No.	Destination	Contract
818	Performing Arts	\$24382.71
652	YALE	30140.30
753	Bankbridge	27091.80
712	Camden County College	21711.60
768	White Horse Academy	37789.20
642	Bankbridge	29451.60

Contractor:	EnRoute Bus Service	09/10
Rte. No.	Destination	Contract
684	Van Sciver School	\$22226.40
724	Central/ Tatem Elem	25174.80
799	Bankbridge East	28913.40
814	Bankbridge N/S	29896.20
785	Brookfield	43862.40
607	Bankbridge N/S	27176.40
845	Bancroft	27176.40
954	YALE	27176.40
687	Kingsway	46179.00

MINUTES OF APRIL 1, 2009 CONTINUED

COMMITTEE REPORTS (CONTINUED)

Contractor:	EnRoute Bus Service (cont'd)	09/10
Rte. No.	Destination	Contract
790	Bankbridge	\$40478.40
654	YALE	42085.80
678	Bancroft	42085.80
681	Bancroft	33557.40
682	Bancroft	35411.40
812	Bankbridge	42085.80
662	Sawtelle	29107.80
672	Nokomis Elem.	34669.80
806	REAL Center	43939.80

Contractor:	First Student Transportation	09/10
Rte. No.	Destination	Contract
899	Kingsway-Moorestown	\$44498.24
838	Kingsway-Moorestown	49238.33
696	Moorestown Middle	37805.70
723	Archway	47585.11
698	Archway	48644.87
709	N.J. Regional	46351.86
767	Brookfield	48458.77
855	Bankbridge	42980.82
870	BCSS	48458.77
990	Gibbsboro Elem	61060.41
2000	Oaklyn Elem	34197.97
2001	Oaklyn Elem	34197.97
728	BCSSD	51532.20
729	BCSSD	51532.20
3396	St. Joseph	34210.80
3398	St. Joseph	27207.00
3081	Gloucester Catholic	29019.60
3082	Gloucester Catholic	20523.60
706	Vocational	24843.60
748	Triton High School	22989.60
847	Timber Creek	26512.20

Contractor:	Garden State Transportation	09/10
Rte. No.	Destination	Contract
640	Garfield Elem	\$45606.24
895	Katzenbach	53994.73
633	Katzenbach	54036.26

MINUTES OF APRIL 1, 2009 CONTINUED

COMMITTEE REPORTS (CONTINUED)

Contractor:	Hillmans Bus Service	09/10
Rte. No.	Destination	Contract
783	Brookfield Acad	\$44058.60
800	NJ Regional Day	43270.20
4003	Vocational	35645.40

Contractor:	Holcomb Bus Service	09/10
Rte. No.	Destination	Contract
772	Collingswood Shuffle	\$28990.59
996	Gibbsboro Elem	24113.68
888	Larc School	44208.57
650	Audubon HS/Haviland	18728.03
643	Kingsway-Haddonfield	45683.65
824	Glouc. City Jr/Sr High School	29753.48
825	Mary Ethel Costello School	21546.31
890	Cold Springs School	21546.31
892	Cold Springs School	21546.31
979	Kingsway – Haddonfield	38249.27
322B	Paul IV High School	27635.21
322E	Paul IV High School	30501.24
322F	Paul IV High School	30501.24
322G	Paul IV High School	38614.06
791	Highland High School	31273.20
744	Oaklyn Elem	37438.20
737	Durand Academy	56629.80
891	Cold Springs	42568.20
857	Triton High School	16500.60
859	Timber Creek High School	20764.80
632	GCIT	26697.60
665	St. John of God	44125.20
667	St. John of God	39861.00
815	Bankbridge	24843.60
992	Shape Program	27624.60

Contractor:	West Berlin Bus Service	09/10
Rte. No.	Destination	Contract
660	YALE	\$29396.58
661	YALE	35197.52
679	Bancroft	28982.16
685	Kingsway – Haddonfield	32112.38
727	Hampton Learning Ctr	32570.64
851	St. John of God	31774.31
605	Child Development Ctr	30796.42
639	Durand Academy	34768.05

MINUTES OF APRIL 1, 2009 CONTINUED

COMMITTEE REPORTS (CONTINUED)

Contractor:	West Berlin Bus Service (cont'd)	09/10
Rte. No.	Destination	Contract
915	Kingsway – Haddonfield	\$35745.94
731	CP Center	27345.67
852	St. John of God	26369.03
989	Bancroft School	23700.59
690	YALE	19044.31
691	YALE	19044.31
634	Larc School	38344.09
804	Regional Day	37979.67
875	Bancroft/Kingsway	37201.82
897	Kingsway/Haddonfield	31971.28
918	Archway	37483.58
807	Bancroft	24254.08
947	Archway	36623.65
617	Archway	29298.93
669	St. John of God	36950.00
680	Bancroft	28430.81
726	Archway II	33471.77
805	NJ Regional Day	32841.63
673	St. John of God	37573.10
722	Child Dev. Center	37573.10
745	Child Dev. Center	37573.10
858	Archway	28326.14

Contractor:	McGough Bus Company	09/10
Rte. No.	Destination	Contract
4011	Vocational	\$29866.90
4015	Vocational	29866.90
693	Brookfield	25687.80
675	St. John of God	49540.53
655	YALE	36219.06
856	NJ Regional Day	44334.96
820	St. John of God	48533.73
624	Burlington County Spe. Ser.	44560.50
620	Bankbridge	51564.52
658	YALE	37333.64
704	Archway	35840.30
776	Bankbridge	42113.90
906	Brookfield	46303.24
889	Bankbridge East	37613.27
796	Kingsway-Moorestown	42152.81
611	Kingsway-Haddonfield	56047.71
615	Bankbridge – North/South	44797.25
621	Brookfield	44797.25

MINUTES OF APRIL 1, 2009 CONTINUED

COMMITTEE REPORTS (CONTINUED)

Contractor: McGough Bus Company (cont'd) 09/10		
Rte. No.	Destination	Contract
645	Archway	\$48383.45
648	Kingsway – Moorestown	50729.31
769	Camden Ctr of Youth Dev.	50115.65
774	Bankbridge – North/South	47456.45
828	Bankbridge – North/South	46433.68
747	YALE – Southeast	45435.60
784	Brookfield Elem	48189.60
798	Bankbridge Elem	49370.40
843	Larc School	50157.00
705	Bankbridge	49501.80
854	Durand Academy	59884.20

Contractor: Morgan's Bus Service 09/10		
Rte. No.	Destination	Contract
610	Neeta/Nokomis	\$36270.86
816	Baker School	41068.04
708	Sawtelle Learning Ctr	38034.80
797	Kingsway/Moorestown	40855.81
604	NewGrange	35796.28
703	Sterling High School	38886.40
779	Devereux Foundation	32846.61
810	Bankbridge North/South	38640.18
833	Katzenbach	56005.35
896	Bankbridge	40603.90
625	Creative Achievement	39297.60
676	Bankbridge Achievement	35362.80
910	Bankbridge North/South	39101.40
677	Mill Creek	37589.40
600	Waterford Elem	12978.00
622	Brookfield Acad	41232.60
829	Thomas Richards	38257.20
849	Bankbridge	38230.20
923	Archway	37868.40

Contractor: Student Transportation of America 09/10		
Rte. No.	Destination	Contract
867	BCSS	\$44520.26
4022	Vocational	32179.52
4023	Vocational	32179.52
4025	Vocational	32178.54
637	Larc	51664.21
811	Bankbridge North/South	51197.75
763	Pineland Learning Ctr	40323.60
3211	Mt. Carmel	22433.40

MINUTES OF APRIL 1, 2009 CONTINUED

COMMITTEE REPORTS (CONTINUED)

Contractor:	Laidlaw Transit, Inc	09/10
Rte. No.	Destination	Contract
4013	Vocational	\$22809.57
3397	St. Joseph	32954.29
4024	Vocational	29005.04
4016	Vocational	29960.17
4017	Vocational	35317.55
4021	Vocational	29899.29
3393	St. Joseph	18373.37
3444	St. Marys	24253.97
3392	St. Joseph	31464.26
322A	Paul IV	35228.69
322C	Paul IV	35399.15
322D	Paul IV	31137.61
339A	St. Joseph	23754.60
3390	St. Joseph	24895.80
3391	St. Joseph	23754.60
3394	St. Joseph	23754.60
3395	St. Joseph	30216.60
3399	St. Joseph	25084.80
3441	St. Joseph	30216.60

Contractor:	Safety Bus Co.	09/10
Rte. No.	Destination	Contract
653	Bancroft School	\$49134.35
657	YALE School	35364.66
664	CP Center	51617.09
686	Kingsway-Haddonfield	39681.87
740	Mill Creek School	31688.52
683	Durand Academy	43121.26
771	Zane North	37116.09
752	BCSS	47104.20
649	BCSS	47399.40
730	Booker Washington	30844.80
670	St. John of God	42327.00
623	Brookfield Academy	45046.80
787	Bankbridge	48358.80
809	Bankbridge	47138.40

MINUTES OF APRIL 1, 2009 CONTINUED

COMMITTEE REPORTS (CONTINUED)

Contractor:	T & L Transportation	09/10
Rte. No.	Destination	Contract
997	Shape Program	\$18704.98
3223	Paul IV	32082.30
699	Burlington County Sp. Ser.	38675.43
863	Burlington County Sp. Ser.	49106.47
734	Gloucester County Alt. School	35861.45
750	Bancroft School	23642.68
764	CP Center	50547.23
777	St. John of God	41624.04
778	Camden County College	32106.91
835	Collingswood High School	21031.27
789	BCSS	37582.54
792	BCSS	38383.83
794	BCSS	39324.75
802	Abilities Center	29889.48
844	Kids Castle/Magnolia	22446.65
864	John F. Kennedy	20075.49
619	Archway School	41285.18
735	Clementon Elem	36067.84
823	BCSS	39924.13
4020	Vocational	20285.14
602	Larc School	38806.51
609	Garfield	42885.61
647	YALE –Southeast	32875.39
836	Child Development Ctr.	41452.41
646	Baker School	27621.49
701	Garfield Elem.	43233.65
808	BCSS	50439.26
842	Larc School	51640.18
883	Bancroft	30023.37
4012	Vocational	26180.38
627	CP Center	37502.86
641	YALE	45087.09
668	St. John of God	47041.49
751	St. John of God	37713.55
770	Zane North	41927.36
775	St. John of God	44034.27
813	Bankbridge N/S	41927.36
866	Timber Creek High School	23597.31
911	Hampton Learning Center	41927.36
839	Bancroft	42032.71
3221	Paul IV	33710.45
3228	Paul IV	32235.60
606	Clearview High School	26364.69
631	Bancroft	31819.46

MINUTES OF APRIL 1, 2009 CONTINUED

COMMITTEE REPORTS (CONTINUED)

Contractor:	T & L Transportation (cont'd)	09/10
Rte. No.	Destination	Contract
700	Newgrange Academy	\$40228.89
707	CP Center	38808.38
758	Archway II	40910.74
759	Highland High School	29773.92
782	Berlin Community	44319.96
817	Somerdale Park School	52274.83
853	Hammonton High School	30342.13
880	YALE	39319.77
3222	Paul IV	28872.75
626	Gibbsboro Elem Autism	18307.80
659	Burl. Cty Altern. High School	32626.80
663	Glouc. Co. Vo-Tech	32423.40
714	St. John of God	42751.80
674	St. John of God	38356.20
746	CP Center	35022.60
793	Highland School	19276.20
984	Larc School	41108.40
4019	Camden County Vocational	28411.20
612	Kingsway Learning Center	38943.00
711	Archway	40323.60
788	Larc School	48976.20
601	Clementon Early Elementary	26319.60
692	New Sharon School	24516.00
738	CP Center	48268.80
822	White Horse Academy	22710.60
4014	Vocational	25335.00
850	Garfield Elementary	46164.60
3215	Mt. Carmel	20032.20
3421	John Paul	25390.80
635	Jacques School	33001.20
710	Sterling High School	8251.20
786	St John of God	26883.00
781	Larc School	37818.00

Contractor:	H.A DeHart and Son	09/10
Rte. No.	Destination	Contract
885	Bankbridge	\$44331.58

MINUTES OF APRIL 1, 2009 CONTINUED

COMMITTEE REPORTS (CONTINUED)

- Transportation
(cont'd): Motion by Ms. Gibbs-Smith, seconded by Ms. Soulos and unanimously approved by roll call vote to approve a Joint Transportation Agreement between B.C.S.S.D. as host and C.C.E.S.C. for the 2008-2009 school year to transport two students to the Bishop Eustace High School for the proportionate share of the route cost not to exceed \$884.00 per student.
- Finance: Motion by Ms. Soulos, seconded by Mrs. Walsh and unanimously approved by roll call vote to approve the 2009-2010 budget as follows: \$16,774,655 Current Expense, \$7,154,923 Special Revenue, Total Budget \$23,929,578.
- Policy: Motion by Mrs. Walsh, seconded by Ms. de Haan and unanimously approved by roll call vote to approve the Second Reading of Policy 8220, School Day.

RESOLUTION TO ADOPT POLICY

RESOLVED that Policy 8220, School Day, is hereby adopted, and

BE IT FURTHER RESOLVED that all corresponding bylaws, policies and regulations heretofore adopted by the Board of Directors of the Camden County Educational Services Commission and inconsistent with the bylaws, policies and regulations hereby adopted are hereby rescinded, and

BE IT FURTHER RESOLVED that any bylaw, policy, regulation or part thereof is judged to be inconsistent with law or inoperative by a court of competent jurisdiction or is invalidated by a policy or contract duly adopted by this Board, the remaining bylaws, policies, regulations and parts thereof shall remain in full effect.

- Personnel/
Negotiations: No report.
- Education: No report.
- Insurance: No report.
- Future Programs/
Services: No report.
- Facilities: No report.
- Bills Payable: Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call to approve bills submitted for payment during the month of April.
- Public Comments: There were no public comments at this meeting.

MINUTES OF APRIL 1, 2009 CONTINUED

Board Comments: Mrs. Miller thanked everyone for attending the meeting.

Closed Executive Session: Motion by Mr. Kammler, seconded by Ms. Soulos and unanimously approved by roll call vote to approve the following resolution:

BE IT HEREBY RESOLVED, to enter into closed executive session to discuss legal/personnel matters.

Closed session began at 8:02 p.m.

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to reopen the meeting to the public at 8:05 p.m.

Adjournment: Motion by Mr. Kammler, seconded by Ms. Soulos and unanimously approved to adjourn the meeting at 8:10 p.m.

Respectfully submitted,

Noreen W. Boston
Board Secretary