

SALISBURY TOWNSHIP SCHOOL DISTRICT
Minutes of Board of School Directors Meeting

August 15, 2007

A regular meeting of the Board of School Directors of the Salisbury Township School District was called to order by Mr. Giordano at 7:44 p.m. on Wednesday, August 15, 2007, in the Administration Building, 1140 Salisbury Road, Allentown, PA.

Pledge of Allegiance

Board Members Present: Mrs. Feinberg, Mr. Gatanis, Mr. Giordano, Mrs. Heffelfinger, Mr. Mantz, Mr. Reinsmith, and Mrs. Ziegler

Board Members Absent: Mrs. Miller and Mr. Pauloski

Also Present: Mrs. Famularo, Mrs. Homiak, Attorney Roddick, and Dr. Wright

Also Absent: Attorney Freund

Student Representative Report None

Special Recognitions/ Presentations None

Approval of Agenda Motion by Reinsmith, seconded by Mantz, to approve the regular and supplemental agendas:

| | | |
|-------|-------------|-------------|
| VOTE: | YES | -- <u>7</u> |
| | NO | -- <u>0</u> |
| | ABSTENTIONS | -- <u>0</u> |
| | ABSENT | -- <u>2</u> |

Motion carried.

Citizens' Inquiries
And Comments
Regarding Agenda Items None

Approval of Minutes

Motion by Reinsmith, seconded by Heffelfinger, to approve the minutes of:

May 29, 2007 Curriculum Subcommittee Meeting

June 20, 2007 Board Meeting

July 26, 2007 Special Board Meeting

| | | | |
|-------|-------------|----|----------|
| VOTE: | YES | -- | <u>7</u> |
| | NO | -- | <u>0</u> |
| | ABSTENTIONS | -- | <u>0</u> |
| | ABSENT | -- | <u>2</u> |

Motion carried.

Presentation of Bills

Motion by Heffelfinger, seconded by Ziegler, to approve the following expenditures:

General Fund Expenditures—June 1, 2007 through June 30, 2007 --
\$2,006,420.25

July 1, 2007 through July 31, 2007 -- \$2,337,058.22

Athletic Fund Expenditures—June 1, 2007 through June 30, 2007 -- \$8,799.50

July 1, 2007 through July 31, 2007 -- \$17,157.59

Capital Improvement Fund Expenditures—July 2, 2007 through
August 16, 2007 -- \$19,105.42

GOB Project Expenditures—July 2, 2007 through August 16, 2007--\$2,360.53

**VOTE on General,
Athletic, & Capital
Improvement**

| | | | |
|-------|-------------|----|----------|
| VOTE: | YES | -- | <u>7</u> |
| | NO | -- | <u>0</u> |
| | ABSTENTIONS | -- | <u>0</u> |
| | ABSENT | -- | <u>2</u> |

Motion carried.

**VOTE on GOB
Expenditures**

| | | | |
|-------|-------------|----|--------------------|
| VOTE: | YES | -- | <u>6</u> |
| | NO | -- | <u>0</u> |
| | ABSTENTIONS | -- | <u>1</u> (Gatanis) |
| | ABSENT | -- | <u>2</u> |

Motion carried.

Treasurer's Report

Motion by Mantz, seconded by Reinsmith, to approve the June and July Treasurer's Reports:

| | | | |
|-------|-------------|----|----------|
| VOTE: | YES | -- | <u>7</u> |
| | NO | -- | <u>0</u> |
| | ABSTENTIONS | -- | <u>0</u> |
| | ABSENT | -- | <u>2</u> |

Motion carried.

Secretary of Board Report

Mrs. Famularo, board secretary, reported that Salisbury will receive about \$1,000 more than budgeted for basic education, special education and the Accountability Block Grant subsidies combined with the passage of the Governor's final budget which was released this summer.

Mrs. Famularo apprised the Board of the new 403(b) plan regulations that the IRS released on July 24, 2007. Many changes will become effective January 1, 2009, with some intermediate compliance deadlines as early as September 24, 2007. The main purpose of the new rules is to make 403(b) retirement plans more closely resemble the 401(k) plans in private industry. To schools this means that as employers, we must take a more active role in the 403(b) program. Currently, schools act merely as a withholding mechanism. Our employees must use our approved vendors.

Under the new regulations, districts must develop a plan document, revise the service provider agreements to meet the more strict requirements and must approve 403(b) providers. This means we may need to limit the list of service providers, and develop active, meaningful communications with our employees, and open participation in these plans to all employees including substitutes. We will also need to revise our current procedures to comply with the new regulations. There will be more district involvement with employees' 403(b) plans which will mean more work for our employees.

PASBO has formed a task force of school business officials and 403(b) providers to assist school districts reach compliance by January 1, 2009. These new regulations will also require us to communicate with our bargaining units as the choice of providers may narrow.

We are immediately opening the availability of 403(b) plans to substitute employees and developing communications about the plans for the employee inservice on August 27th.

The business office is also busy closing out the 2006-2007 fiscal year, preparing for our annual audit, preparing year-end financial statements and preparing the year-end child accounting reports. We are processing new employee paperwork. Also, we are preparing budget documents to start that process. All information indicates that the preliminary budget will need approval by January 23, which

Secretary of Board Report (continued)

means the preliminary budget will be presented in December so that we meet public display requirements prior to preliminary approval.

Mrs. Feinberg suggested that the Board have some 1 on 1 discussions with our legislators. We are still seen as a wealthy district and she feels people do not understand the transition that is occurring in Salisbury. Dr. Wright will try to arrange a meeting with the legislators possibly to attend our April or May Operations meeting.

A. Curriculum & Technology Committee Motion by Feinberg, seconded by Heffenfinger, to approve Items A-1 and A-2 on the regular agenda:

A-1. Homebound Instruction approve homebound instruction for Student A for the length of time designated by the student's physician. **(Board Information Item 2)**

A-2. CPR Study approve to support CPR Study involving voluntary CPR training for 7th grade students and their parents. **(Board Information Item 3)**

Dr. Wright introduced Dr. Myra Greenberg who would be conducting the voluntary CPR Study for the 7th grade students if it is approved this evening. Dr. Greenberg gave the Board a brief overview of the study.

| | | | |
|-------|-------------|----|----------|
| VOTE: | YES | -- | <u>7</u> |
| | NO | -- | <u>0</u> |
| | ABSTENTIONS | -- | <u>0</u> |
| | ABSENT | -- | <u>2</u> |

Motion carried.

B. Operations Committee Motion by Reinsmith, seconded by Ziegler, to approve Item B-1 to B7l on the regular and supplemental agendas:

B-1. August Interim List approve the August real estate duplicate in the amount of \$178,781.96. **(Board Information Item 4)**

B-2. PNC Bank G/F Depository approve PNC Bank as a General Fund Depository for 2007-2008.

B-3. Per Capita Additions approve the attached list of additions to the district's 2007-2008 school per capita tax list. **(Board Information Item 5)**

B-4. Tax Duplicate Changes approve the attached list of changes to the district's 2007-2008 real estate tax duplicate reflecting a net decrease in assessed value totaling \$14,200.00. **(Board Information Item 6)**

UNFINISHED BUSINESS (continued)B. Operations Committee (continued)

- B-5. Cafeteria Quarterly
Treasurer's Report approve the attached cafeteria account quarterly treasurer's report reflecting an ending cash balance in the amount of \$113,583.15 for the period ending June 30, 2007. **(Board Information Item 7)**
- B-6. Student Activity
Financial Report approve the attached student activity fund financial report reflecting an ending cash balance in the amount of \$126,019.13 as of June 30, 2007. **(Board Information Item 8)**
- B-7. Use of Facilities approve the request(s) for the use of District facilities as listed below with the district to charge for cook, police, guarding, and/or custodial services as may be required or requested:
- a. Paragon Transit to use the Board Room of the Administration Building on July 10 and 11, 2007, from 7:30 a.m. to 3:00 p.m. for new hire school bus classes. Class B—No charge for facility.
 - b. Salisbury Athletic Booster Club to use the stadium (no lights) and athletic field at the Salisbury High School on August 21, 2007, for a fall sports picnic beginning at 4:00 p.m. Class B—No charge for facility.
 - c. Football Booster Club to use the cafeteria at the Salisbury High School on September 6, 13, 20, 27; October 4, 11, 18, 25; and November 1, 2007, beginning at 4:00 p.m. for spaghetti dinners. Class B—No charge for facility.
 - d. David Todd Smith Memorial Scholarship Fund to use the parking lot, old gymnasium and new gymnasium at the Salisbury High School on November 24, 2007, from 7:00 a.m. to 6:00 p.m. and November 25, 2007, from 12:00 noon to 5:00 p.m. for a basketball tourney. Class B—No charge for facility.
 - e. Drum Corps International to use the cafeteria, gymnasium, 5 classrooms and athletic field at the Salisbury Middle School on July 8, 2007, from 5:00 a.m. to 5:00 p.m. for lodging and rehearsal for Blue Stars Drum & Bugle Corps. Class D—Charges: Cafeteria--\$100.00; Gymnasium--\$300.00; 5 classrooms--\$50/each; and athletic field--\$100.00.
 - f. Salisbury Twirling Boosters to use the cafeteria and parking lot at the Salisbury Middle School on November 4, 2007, from 10:30 a.m. to 5:00 p.m. for a basket bingo. Class B—No charge for facility.

UNFINISHED BUSINESS (continued)

B. Operations Committee (continued)

- g. Brownies to use the multi-purpose room at the Truman Elementary School on September 13, 20, 27; October 4, 11, 18, 25; November 1, 8, 15, 29; December 13, 20, 2007; January 3, 10, 17, 24, 31; February 14, 21, 28; March 6, 13, 27; April 3, 10, 17, 24; May 1, 22, 29; June 5 and 12, 2008, for meetings. Class B—No charge for facility.
- h. Salisbury Youth Association to use the parking lot and baseball field at the Salisbury High School on August 14, 2007, from 5:30 to 7:30 p.m. for Fall Connie Mack baseball sign ups. Class B—No charge for facility.
- i. Salisbury Youth Association to use the parking lot and baseball field at the Salisbury High School beginning August 19 through October 7, 2007, as scheduled with the building principal, to play and practice for Fall Connie Mack baseball. Class B—No charge for facility.
- j. Football Booster Club to use the library at the Salisbury High School on September 11, 2007, beginning at 7:00 p.m. for a meeting. Class B—No charge for facility.
- k. Wilkes University to use the library at the Salisbury High School on Mondays beginning September 10 to December 3, 2007 (not October 8 or November 26), as scheduled with the building principal, from 4:30 to 8:30 p.m. for graduate courses for area teachers. Class D: Charges: Library--\$60/day.
- l. Salisbury Youth Association to use the soccer field at the Salisbury School on Tuesdays beginning August 21 to October 29, 2007, as scheduled with the building principal, from 6:00 to 7:30 p.m. for varsity girls soccer practice. Class B—No charge for facility.

Middle

U-19

| | | |
|-------|-------------|-------------|
| VOTE: | YES | -- <u>7</u> |
| | NO | -- <u>0</u> |
| | ABSTENTIONS | -- <u>0</u> |
| | ABSENT | -- <u>2</u> |

Motion carried.

C. Personnel Committee

Motion by Giordano, seconded by Reinsmith, to approve Items C-1 to C-26 on the regular and supplemental agendas with the addition of Item C-27, approve the revisions to Section L, Tuition, of the Act 93 administrators agreement :

C-1. O'Brien Resignation

accept with regret the resignation of Dan O'Brien as a school psychologist at the Salisbury Middle and Western Salisbury Elementary School effective August 20, 2007.

UNFINISHED BUSINESS (continued)B. C. Personnel Committee (continued)

C-2. Mentors 2007-2008 approve the following mentors in the district Induction Program for the 2007-2008 school term at the 2007-2008 contractual rate of pay (\$1,147):

| | | |
|---------------|-----|-----------------------------------|
| Joanne Kalny | for | Jessica Chong (P.E./Health, SHS) |
| Mike Barna | for | Adam Legath (P.E./Health, SHS) |
| Linda Waddell | for | Carly Chiriano (P.E./Health, SMS) |
| Beth Barber | for | Holly Borthwick (FCS, SHS) |

C-3. Homebound Instructors employ the following teachers to provide homebound instruction for Student A:

Nanette Chladny – German
 Karen Heim -- Math
 Tanya Kennedy – American Cultures II

C-4. Rupp Employment employ Jacob Rupp, Allentown, PA, as the district courier effective August 22, 2007, at the 1st step of the 2007-2008 new hires' salary schedule for courier (\$9.28/hour).

C-5. Denmead Employment employ Bruce Denmead, Nazareth, PA, as an assistant varsity track coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$2,872).

C-6. LaPlaca Employment employ Celynnann LaPlaca, Emmaus, PA, as the MS field hockey coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$2,299).

C-7. Kulp Employment employ Taryn Kulp, Macungie, PA, as the head softball coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$4,630).

C-8. Covely Employment employ Brian Covely, Allentown, PA, as the JV softball coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$2,872).

C-9. Keet Employment employ John Keet, Allentown, PA, as the MS softball coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$2,872).

C-10. Williamson Employment employ Liz Williamson, Emmaus, PA, pending completion of requirements, as the assistant field hockey coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$2,559).

UNFINISHED BUSINESS (continued)C. Personnel Committee (continued)

- C-11. Mulberger Employment employ Jessica Mulberger, Northampton, PA, pending completion of requirements, as the JV girls' basketball coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$4,069).
- C-12. Chiriano Employment employ Carly Chiriano, Macungie, PA, as an assistant MS soccer coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$1,665).
- C-13. Chong Employment employ Jessica Chong, Allentown, PA, as a swimming coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$4,792).
- C-14. Covely, Volunteer Asst. Golf Coach approve Brian Covely, Allentown, PA, as a volunteer assistant golf coach for the 2007-2008 school term without pay and/or benefits.
- C-15. Tocci, Volunteer Asst. Twirling Coach approve Rob Tocci, Bethlehem, PA, as a volunteer assistant twirling coach for the 2007-2008 school term without pay and/or benefits.
- C-16. Gilbert, Volunteer Asst. Twirling Coach approve Becky Gilbert, Allentown, PA, pending completion of requirements, as a volunteer assistant twirling coach for the 2007-2008 school term without pay and/or benefits.
- C-17. Wootsick, Volunteer Asst. Varsity/JV Boys' Basketball Coach approve Bob Wootsick, Allentown, PA, as a volunteer assistant varsity/JV boys' basketball coach for the 2007-2008 school term without pay and/or benefits.
- C-18. Hill, Volunteer Asst. Varsity/JV Girls' Basketball Coach approve Allison Hill, Germansville, PA, as a volunteer assistant varsity/JV girls' basketball coach for the 2007-2008 school term without pay and/or benefits.
- C-19. Substitute List Additions approve the attached list of additions to the following substitute lists:
- | | |
|-------------------|------------------------------------|
| Teachers | (Board Information Item 9) |
| Nurses | (Board Information Item 10) |
| Nurse Assistants' | (Board Information Item 11) |
- C-20. Emergency Substitute Teacher List approve the attached emergency substitute teacher list for the 2007-2008 school term. **(Board Information Item 12)**

UNFINISHED BUSINESS (continued)

C-21. Substitute List approve the attached list of deletions to the following substitute lists:
Deletions

- Teachers **(Board Information Item 13)**
- Instructional Assistants/
- Non-Instructional Assistants **(Board Information Item 14)**
- Cafeteria Workers **(Board Information Item 15)**
- Clerks **(Board Information Item 16)**
- Secretaries **(Board Information Item 17)**
- Custodians **(Board Information Item 18)**

C-22. Moyer Child-Rearing approve Lisa Moyer’s child-rearing leave for the first trimester of the 2007-2008
Leave school term. **(Board Information Item 36)**

C-23. Wetherhold employ Sherry Wetherhold, Breinigsville, PA, pending completion of
Employment requirements, as a Business/IT teacher at the Salisbury High School effective August 23, 2007, at the 2 B+24 step of the 2007-2008 teachers’ salary schedule (\$45,477).

C-24. Bednarik Employment employ Amy Bednarik, Bethlehem, PA, as a long-term substitute teacher of ESL at the Truman Elementary School effective August 27, 2007, at the 1 B step of the 2007-2008 teachers’ salary schedule.

[Previous District Employment: Day-to-Day substitute for L. Moyer
Replacing L. Moyer: Childrearing leave]

C-25. Bartel Employment employ Marietta Bartel, Allentown, PA, as a part-time library assistant (10
1st hours/week) at the Salisbury Middle School effective September 4, 2007, at the step of the new hirees’ salary schedule for library assistants (\$11.87/hour).

[Replaces: N. Scholz, resigned]

C-26. Rupp Employment revise the effective date of employment for Jacob Rupp, district courier, to
August Date Revision 15, 2007.

C-27. Act 93 Administrator approve the revisions to Section L, Tuition, of the Act 93 Administrator
Agreement Revision Agreement.

| | | |
|-------|-------------|-------------|
| VOTE: | YES | -- <u>7</u> |
| | NO | -- <u>0</u> |
| | ABSTENTIONS | -- <u>0</u> |
| | ABSENT | -- <u>2</u> |

Motion carried.

D. Allentown Public Library No Report

E. Carbon Lehigh
Intermediate Unit

Mrs. Ziegler reported that 2 new Board members have been elected. One is representing Palmerton the other is representing Allentown.

Mrs. Ziegler received a report on the number of Salisbury students that were transported this year compared to last year. We had 42 students, 9 work experience students and 2 pre-schoolers transported in 2005-2006. In 2006-2007 there were 38 students, 8 work experience students and 7 pre-schoolers transported.

F. Lehigh Carbon
Community College

Mr. Mantz reminded the Board members that the President's Desk High School Connection report and the Sponsoring School District Updates are included in their packets for review.

The LCCC new year began in July and a reorganization meeting was held. Mr. Mantz has been reappointed to the Personnel and Curriculum committees, the Community and Government Relations committee, and has been appointed chair of the Strategic Planning committee.

Mr. Mantz encouraged the Board members to read the Economic Contribution of LCCC which was included in their Board packets.

The Salisbury Press recently had an article on the Bloomsburg University and the Tamaqua campus of LCCC partnership. This partnership allows LCCC graduates with an associate's degree in education to take courses at the Tamaqua taught by Bloomsburg faculty and receive a Bachelors Degree in education at the end of 4 years. The first 2 years the student pays and the last 2 years the Bloomsburg rate.

center
elementary
the LCCC rate

Another article detailed Project Set Sail, which is a 4-year \$800,000 federal grant that supports part-time or full-time students pursuing early childhood education.

Mr. Giordano asked Mr. Mantz if the college has implemented the changes in its budget process regarding individual school districts funding. Mr. Mantz responded that with all the changes in school districts budgets regarding Act 1 the college has decided to wait.

G. Lehigh Career and
Technical Institute

Mr. Reinsmith was appointed chair of the Budget and Finance committee for 2007-2008 at LCTI. The first meeting of the new year is next Wednesday, August 22, 2007.

Mr. Reinsmith noted that there will be a dedication scheduled for sometime in September for the new changes to the building.

H. PSBA Legislative
Policy Council

Motion by Giordano, seconded by Heffelfinger to approve Item E-1:

E-1. Miller Appointment

approve Deborah R. Miller as voting delegate to the 2007 Legislative Policy Council.

Solicitor's Report

No Report

Superintendent's Report

Dr. Wright announced that the student athletics and coaches officially started practices for the new school year this past Monday.

Our Salisbury cheerleaders participated with Bon Ton for a back to school promotion. Our girls and coach represented Salisbury very well. They were presented with a gift basket which may be raffled off as a fundraiser.

Salisbury has received notification from the state that all grades in all schools have made Adequate Yearly Progress in academic achievement, graduation rates, and attendance.

Dr. Wright had a request from a gentleman to archery hunt on our property across from the Allentown Goose. Normally the property is posted; however, not been done in 2 years. Direction was given to post the property. Wright informed the gentleman that he could not hunt on the

this has again. Dr. property because of

the liability issue and it is in violation of our district weapons policy #218.1.

Dr. Wright called the Board's attention to the changes in the committee structure. The Education committee will be called the Curriculum and Technology committee. The Building, Grounds & Transportation and Food Services will now be called the Operations committee. Student Activity meeting will be on an as-needed basis. The Board will receive activity reports on each activity at the end

of

the Fall, Winter, and Spring seasons.

Orientation for new teachers is scheduled for 8 a.m. on August 23rd in the administration building. All Board members are invited to attend.

The first staff day is Monday, August 27th at 7:30 a.m. at the high school and Board members are welcome to attend.

survey

A community newsletter will be mailed out the first week in September. A will be included regarding the question on kindergarten.

New Business

Motion by Reinsmith, seconded by Ziegler, to approve Item-1:

Item-1. District Goals

approve the District Goals for 2007-2008. **(Board Information Item 19)**

| | | | |
|-------|-------------|----|----------|
| VOTE: | YES | -- | <u>7</u> |
| | NO | -- | <u>0</u> |
| | ABSTENTIONS | -- | <u>0</u> |
| | ABSENT | -- | <u>2</u> |

Motion carried.

Citizen's Inquiries

And Comments

Mr. Alan DeBona, 3525 Country Club Road, Allentown, attended the June Board meeting and asked questions about administrator tuition reimbursement. He read an article in the Salisbury Press that an agreement was reached in regard to administrative reimbursements for doctorates. He commended all parties for reaching an agreement. Mr. DeBona asked if this agreement would be available to the public. He also asked that when an employee requests reimbursement for educational expenses is this brought before the Board for approval. Mr. Giordano responded that educational expenses are Board approved and that once the Act 93 agreement is officially amended it would be public record.

Announcements

Executive Session – Thursday, July 26, 2007 – 7:00 p.m. – Litigation

Operations Committee Meeting – Monday, September 10, 2007 – 7:00 p.m. – Administration Building

Executive Session – Wednesday, September 19, 2007 – 6:45 p.m. – Administration Building (to discuss personnel issues)

Date of Regular Board Meeting – Wednesday, September 19, 2007 – 7:30 p.m. – Administration Building

Curriculum & Technology Committee Meeting – Monday, September 24, 2007 – 7:00 p.m. – Administration Building

Board Information

1. Letter dated July 10, 2007, and attachment, to Mr. Roman from Mrs. Famularo
2. Homebound Instruction, Student A
3. CPR Training, 7th Grade Students
4. Real Estate Tax Duplicate List

5. Per Capita List, 2007-2008
6. Summary of Changes in Assessed Valuation
7. Cafeteria Account Quarterly Treasurer's Report, June 30, 2007

STSD Board of School Directors Meeting

(13)

August 15, 2007

Board Information (continued)

8. Student Activity Fund Quarterly Treasurer's Report
9. Additions to Substitute Teacher List
10. Additions to Substitute Nurse List
11. Additions to Substitute Nurse Assistants' List
12. Emergency Substitute Teachers' List, 2007-2008
13. Deletions List, Substitute Teachers' List
14. Deletions List, Substitute Instructional/Non-Instructional Assistants' List
15. Deletions, Substitute Cafeteria Workers List
16. Deletions, Substitute Clerks' List
17. Deletions, Substitute Secretaries' List
18. Deletions, Substitute Custodians' List
19. District Goals, 2007-2008
20. Summary Budget Report, June 30, 2007
21. Revenue Budget Report, June 30, 2007
22. Object Summary Budget Report, June 30, 2007
23. Enrollment Reports, June 2007
24. Letter dated July 12, 2007, to Mrs. Famularo from Mr. Allwein
25. Letters dated July 10, 2007, to Representatives Beyer and Reichley from Mr. Allwein
26. CLIU Minutes, June 18, 2007
27. CLIU Board Briefs, June 2007
28. CLIU Board Briefs, July 2007
29. LCCC Sponsoring School District Update, July 2007
30. LCCC Sponsoring School District Update, August 2007
31. LCCC President's Desk, May 2007
32. LCCC President's Desk, June 2007
33. Economic Contribution of LCCC
34. SHS Class of 2007 Post High School Expectations
35. SHS Honor Roll Lists, 4th Marking Period, 2006-2007
36. Email to Dr. Wright from Mrs. Moyer

Adjournment

Motion by Reinsmith, seconded by Mantz, to adjourn the meeting at 8:43 p.m.

| | | | |
|-------|-------------|----|----------|
| VOTE: | YES | -- | <u>7</u> |
| | NO | -- | <u>0</u> |
| | ABSTENTIONS | -- | <u>0</u> |
| | ABSENT | -- | <u>2</u> |

Motion carried.

Susan H. Famularo
Board Secretary

Ann E. Homiak
Assistant to Board Secretary