

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ October 19, 2015

CLEMENTON BOARD OF EDUCATION
Clementon, New Jersey

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
September 28, 2015

MISSION STATEMENT

The Clementon School District is dedicated to a meaningful collaboration among parents, students, administrators, teachers, support staff, board of education members, and the community. Our daily mission is to provide every student with a high-quality education driven by the New Jersey Core Curriculum Content Standards and Common Core State Standards. We are committed to providing a secure, nurturing school climate in order to provide for the educational, social, and emotional needs of students and staff.

AGENDA

The Clementon Board of Education welcomes participation of interested organizations and will schedule time as appropriate for the public to speak. The length of time scheduled for public discussion shall be 20 minutes with a three-minute time limit for individual speakers.

I. CALL TO ORDER:

The Regular Meeting of the Clementon Board of Education was called to order at 7:30 PM on the above date by Ellen Suckle, President.

II. OPENING STATEMENT:

“Public notice of this meeting pursuant to the Open Public Meetings Act has been given by the Board Secretary in the following manner:

- a. Posting written notice at the Board of Education Office.
- b. Sending written notice to the *Courier-Post* and *Record Breeze* newspapers.
- c. Filing written notice with the Clerk of Clementon.”

III. PLEDGE OF ALLEGIANCE:

Mrs. Suckle led the Pledge of Allegiance.

IV. ROLL CALL:

The following members answered roll call:

	<u>Arrival</u>	<u>Departure</u>
Virginia de Haan	7:30 PM	8:35 PM
William Dilworth	7:30 PM	8:35 PM
Randall Freiling	7:30 PM	8:35 PM
Christopher McKelvey	7:30 PM	8:35 PM
Desiree Pizzo	7:30 PM	8:35 PM
Kathleen Rappold	7:30 PM	8:35 PM
John Romer	7:30 PM	8:35 PM
William Weyland	7:30 PM	8:35 PM
Ellen Suckle	7:30 PM	8:35 PM

Quorum present.

Also present were:

Joanne E. Clement, School Business Administrator/Board Secretary
Lynn DiPietropolo, Superintendent/Principal

Also present in the audience were:

Members of the community and staff.

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V. MINUTES:

Approval of the Minutes from the following meetings:

1. September 28, 2015 Regular Meeting and Executive Session

MOVED BY: Mrs. Rappold
ON ROLL CALL VOTE:

SECOND BY: Mrs. Pizzo
MOTION CARRIED: 9-0-0

VI. PUBLIC - AGENDA ITEMS ONLY:

Open meeting to Public for Agenda items only. There were no comments.

MOTION: To close the public portion of the meeting.

MOVED BY: Mr. Dilworth
ON ROLL CALL VOTE:

SECOND BY: Mrs. de Haan
MOTION CARRIED: 9-0-0

VII. SUPERINTENDENT'S REPORT:

Items for Action - The Superintendent recommends approval of the following items:

1. Accept, with regret, the retirement notification from employee # 063 effective January 1, 2016. (*Attachment VII-1*)
2. Request from employee # 063 for compensation for unused sick time. (*Attachment VII-1*)
3. Accept, with regret, the retirement notification from employee # 085 effective January 1, 2016. (*Attachment VII-3*)
4. Request from employee # 085 for compensation for unused sick time. (*Attachment VII-3*)
5. Request from employee # 046 to take intermittent, uncompensated leave during the 2015-2016 school year based on FMLA paperwork. (*Attachment VII-5*)
6. Employment of the following personnel for the 2015-2016 school year, contingent upon satisfactory criminal history review:

- a. POSITION: Special Education Teacher - RC 2&3 (10 months)
- NAME: Ashley McClave
- SALARY: \$46,000.00 per year (pro-rated)
- To be adjusted after completion of collective bargaining negotiations.
- STEP: 1 BA
- START DATE: November 30, 2015

7. Employment of the following Mission One instructional aides for the 2015-2016 school year:

- a. POSITION: Instructional Aide - Grades 7&8 Science/Social Studies
- NAME: Maureen Busund
- RATE OF PAY: As per existing Mission One contract
- START DATE: October 13, 2015
- b. POSITION: Instructional Aide - Silver Stars
- NAME: George Marusiak
- RATE OF PAY: As per existing Mission One contract
- START DATE: October 20, 2015

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8. Employment of the following individual for Camp Clementon for the 2015-2016 school year:

a. POSITION: Camp Clementon Substitute
 NAME: Brenda Falkenstein
 RATE OF PAY: \$13.05 per hour

9. 2015-2016 Contracted Extra-Curricular Stipend Positions and Personnel (To be adjusted after completion of contract negotiations):

Stipend Position	Faculty Member	Stipend
Grade 8 Promotion Advisor	Nancy Gundaker	\$752.00
Boys Basketball Head Coach	Michael Rossi	\$2,068.00
Girls Basketball Head Coach	Michael Terlizzi	\$2,068.00
Boys Basketball Assistant Coach	Steve Boianelli	\$1,379.00
Girls Basketball Assistant Coach	Steve Boianelli	\$1,379.00

10. Source 4 Teachers, together with its employees, to provide substitute services for the 2015-2016 school year.

11. Source 4 Teachers 2015-2016 October 2015 List (*Attachment VII-11*)

12. Memorandum of Agreement Between Education and Law Enforcement Officials - 2015 Revisions (*Attachment VII-12*)

13. 2nd Marking Period Back on Track Grades 5, 6, 7, 8

Objective: Students identified as failing in one or more subject area will be asked to participate in this after-school program. Students will be given time to work on missing assignments and study for up-coming tests and quizzes.

Teachers: one per grade level (4)

Grade 5 - Tina Jennetta

Grade 6 - Sheree Buttari

Grade 7 - Brenda Falkenstein

Grade 8 - Kelly Kolody

Number of Sessions: 20

Dates: Tuesdays, Wednesdays, Thursdays; December 1, 2015 - January 28, 2016

Time: 3:30 PM - 4:30 PM

Cost: 4 teachers x 20 hours x \$33.00 = \$2,640.00 (To be adjusted upon completion of collective bargaining negotiations.)

Funding: Title IA and/or Title IIA

14. 3rd Marking Period Back on Track Grades 5, 6, 7, 8

Objective: Students identified as failing in one or more subject area will be asked to participate in this after-school program. Students will be given time to work on missing assignments and study for up-coming tests and quizzes.

Teachers: one per grade level (4)

Grade 5 - Lauren Murray

Grade 6 - Jen Gregory

Grade 7 - Nicole Palermo

Grade 8 - Candice Wilson

Number of Sessions: 23

Dates: Tuesdays, Wednesdays, Thursdays; February 9, 2016 - March 31, 2016

Time: 3:30 PM - 4:30 PM

Cost: 4 teachers x 23 hours x \$33.00 = \$3,036.00 (To be adjusted upon completion of collective bargaining negotiations.)

Funding: Title IA and/or Title IIA

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15. 4th Marking Period Back on Track Grades 5, 6, 7, 8

Objective: Students identified as failing in one or more subject area will be asked to participate in this after-school program. Students will be given time to work on missing assignments and study for up-coming tests and quizzes.

Teachers: one per grade level (4)

Grade 5 - Lauren Murray

Grade 6 - Jen Gregory

Grade 7 - Nicole Palermo

Grade 8 - Candice Wilson

Number of Sessions: 21

Dates: Tuesdays, Wednesdays, Thursdays; April 12, 2016 - May 26, 2016

Time: 3:30 PM - 4:30 PM

Cost: 4 teachers x 21 hours x \$33.00 = \$2,772.00 (To be adjusted upon completion of collective bargaining negotiations.)

Funding: Title IA and/or Title IIA

16. Eligible certificated personnel for item #s 13 through 15 as substitutes:

Agresta, Kathryn	Gregory, Jennifer	Paulino, Juana
Ballinghoff, Jessica	Gundaker, Nancy	Pickering, Karen
Barker, Donna	Haldeman, Mary Ellen	Procopio, Christine
Bhasin, Bonnie	Heverly, Alicia	Rambo, Sandra
Brumbach, Denise	Jennetta, Tina	Rossi, Michael
Buttari, Sheree	Koch, Rick	Schultz, Kim
Butz, James Jr.	Kolody, Kelly	Small, Michele
Cirrincone, Michelle	Magilton, Michelle	Stefan, Tracy
Clayton, Karen	Marino, Michelle	Stiles, Karen
Conti, Stephanie	Martin, Alyssa	Swan, Eileen
Cullen, Audrey	Mazzocca, Salvatore	Taylor, Kristy
Cunliffe, Alyson	McClave, Ashley	Terlizzi, Mike
Dawes, Trudi	Melillo, Jennifer	Tropp, Karen
Dragon, Gail	Miles, Mary Ann	Williams, Bryan
Egan, Dawn	Murray, Lauren	Wilson, Candice
English, Kimberly	Palermo, Nicole	
Falkenstein, Brenda	Pataky, Cheryl	

17. Workshop/Meeting Requests:

- a. EMPLOYEE: Jose Cruz
 MEETINGS: 2015-2016 Educational Facilities Managers Association Monthly Meetings
 LOCATION: Adelphia's, Deptford, NJ
 DATE: One time each month
 COST: \$0.00
 SPONSOR: EFMA of Camden and Gloucester Counties
- b. EMPLOYEE: Adrienne McManis
 MEETING: Camden County Curriculum Consortium Meeting
 LOCATION: Voorhees BOE Office, Voorhees, NJ
 DATE: October 15, 2015
 COST: \$0.00
 SPONSOR: Camden County Curriculum Consortium
- c. EMPLOYEE: Lynn DiPietropolo

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MEETINGS: 2015-2016 NJASA Small Schools/Shared Services Committee Meetings
 LOCATION: NJASA, Trenton, NJ
 DATES: November 18, 2015; January 6, 2016; February 8, 2016
 COST: \$0.00
 SPONSOR: NJ Association of School Administrators

d. EMPLOYEE: Joanne Clement
 MEETING: NJASBO Conference Committee Meeting
 LOCATION: Robbinsville, NJ
 DATE: November 19, 2015
 COST: \$0.00
 SPONSOR: NJ Association of School Business Officials

e. EMPLOYEE: Joanne Clement
 WORKSHOP: Pension System Review
 LOCATION: Robbinsville, NJ
 DATE: February 23, 2016
 COST: \$50.00
 SPONSOR: NJ Association of School Business Officials

f. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: Career Ready Practices
 LOCATION: Somerville, NJ
 DATE: December 9, 2015
 COST: \$0.00
 SPONSOR: NJ Department of Education

g. EMPLOYEE: Adrienne McManis
 WORKSHOP: Career Ready Practices
 LOCATION: Somerville, NJ
 DATE: December 9, 2015
 COST: \$0.00
 SPONSOR: NJ Department of Education

18. Walking Trip:

a. TRIP: Clementon Veteran's Day Ceremony
 FACULTY SPONSOR: Nicole Palermo
 DATE: November 11, 2015
 RAIN DATE: N/A
 TIME: 9:30 AM - 11:30 AM (Pending councilperson confirmation)
 DESTINATION: Heroes' Park, Clementon, NJ
 PARTICIPANTS: Students in grades 6, 7, 8 and their teachers
 NOTE: Students will participate in the Veteran's Day Ceremony alongside Clementon veterans.

19. School Activities:

a. EVENT: HSA Movie Nights
 PERSON IN CHARGE: Katie Anderson
 REVISED DATES: *The last Friday of every month when school is in session. If school is closed on the last Friday, then the movie night will be the preceding Friday.*
 November 20, 2015 - "Monster Movie Night"
 TIME: 7:00 PM - 9:00 PM
 LOCATION: MPR

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NOTE: Once a month the HSA will host a movie night. Tickets would cost \$5.00 each or 5 tickets for \$20.00 (children 3 years and under are free with a paid adult admission). The HSA will split the profit from movie nights with the CES Student Activities account.

- b. EVENT: Flu Vaccination Clinic
 FACULTY SPONSOR: Mary Beth Hernandez, RN
 DATE: October 21, 2015
 TIME: 3:00 PM – 4:00 PM
 LOCATION: Nurse's Office
 PARTICIPANTS: Teachers and staff only.
 NOTE: Walgreens Pharmacy will conduct a Flu Vaccination Clinic for employees who wish to receive a flu vaccination. Walgreens will bill the employees' insurance. There is no cost to the district.
- c. EVENT: HSA Fall Book Fair
 PERSON IN CHARGE: Veronica Martinis
 DATES: November 16, 2015 – November 20, 2015
 LOCATION: Media Center
- d. EVENT: HSA Fall Book Fair Family Night
 PERSON IN CHARGE: Veronica Martinis
 DATE: November 20, 2015
 TIME: 5:30 PM – 7:00 PM (Preceding the HSA Movie Night on November 20, 2015.)
 LOCATION: Media Center
- e. EVENT: NJHS Community Service Activity – Toiletries Drive
 FACULTY SPONSOR: Nicole Palermo
 DATES: November 1, 2015 – April 30, 2016
 LOCATION: A donation box will be located outside the foyer.
 NOTE: NJHS will collect toiletries for the residents of the Camden County Women's Shelter and create Good Samaritan Shoeboxes that contain the contents of our drive.
- f. EVENT: NJHS Fundraiser – Pretzel Sale
 FACULTY SPONSOR: Nicole Palermo
 DATE: November 25, 2015
 LOCATION: Outside the foyer.
 NOTE: NJHS will sell pretzels during the parent/teacher conference day. Funds raised will benefit future NJHS events.
- g. EVENT: Student Council Canned Food Drive
 FACULTY SPONSOR: Nicole Palermo
 DATES: November 1, 2015 – November 18, 2015
 NOTE: Student Council and the Clementon Fire Department will work collectively to gather non-perishable food items for the needy families in Clementon. A representative will pick up the items from our school and distribute them to Clementon families for Thanksgiving.

20. Accept, with regret, the resignation of employee # 283. (*Attachment VII-20*)

21. Additional Home and School Association Fundraiser:

- a. EVENT: Family Night Out at Friendly's
 PERSON IN CHARGE: Jaime Messenger

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DATE: November 11, 2015
 TIME: 6:00 PM
 LOCATION: Friendly's Restaurant, Gloucester Township
 NOTE: Members of the HSA will be present to hand out flyers. A portion of everyone's check will be donated back to the HSA.

Approval of motions 1 through 21 above:

MOVED BY: Mr. Dilworth SECOND BY: Mr. Romer
 ON ROLL CALL VOTE: MOTION CARRIED: 9-0-1
 (Mr. Dilworth abstained from #10 and #11 only.)

VIII. SECRETARY'S REPORT:

Items for Action - The Superintendent recommends approval of the following items:

1. The payment of the following bill lists from the General Account:

<u>Bill List and Check Register</u>	<u>Amount</u>	
1. List # 1 (Payroll)	\$194,466.99	<i>(Attachment VIII-1.1)</i>
2. List # 2 (Payroll)	\$2,528.67	<i>(Attachment VIII-1.2)</i>
3. List # 3 (Payroll)	\$193,980.49	<i>(Attachment VIII-1.3)</i>
4. List # 4 (Community Education)	\$2,751.68	<i>(Attachment VIII-1.4)</i>
5. List # 5	\$10,749.75	<i>(Attachment VIII-1.5)</i>
6. List # 6	\$129,167.32	<i>(Attachment VIII-1.6)</i>
7. List # 7	\$379,748.15	<i>(Attachment VIII-1.7)</i>

2. Approve transfers in the amount of \$58,260.00. *(Attachment VIII-2)*
3. Homeless tuition for student JD to Pine Hill School District for the 2015-2016 school year in the amount of \$13,700.00.
4. Event: State of the Fund Dinner *(Background VIII-4)*
 Date: November 30, 2015
 Cost: \$0.00
 Attendees: Ellen Suckle William Weyland
 Virginia de Haan William Dilworth
 Randall Freiling Christopher McKelvey
 Desiree Pizzo Kathleen Rappold
 John Romer Lynn DiPietropolo
 Adrienne McManis Joanne Clement
5. Prime Point, HRMS for 2015 ACA Reporting Services at a rate of \$1,570.00.
6. Annual Maintenance Plan Budget Worksheet (form M-1) as per N.J.A.C. 6A:26A and Comprehensive Maintenance Plan. *(Attachment VIII-6)*

7. 2015-2016 Special Education contracts:

<u>School</u>	<u>Amount</u>
Archbishop	\$ 49,493
Archway, Atco	\$ 42,710
Archway, Atco	\$ 35,757
Bancroft NeuroHealth	\$ 52,807
Bancroft	\$ 52,806
Aide	\$ 31,680

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Bancroft	\$	52,806
Aide	\$	31,680
Bancroft	\$	52,806
Aide	\$	31,680
Legacy	\$	67,242
Pineland Learning Center	\$	47,263
Aide	\$	35,100
Katzenbach School	\$	63,982
Gloucester County	\$	35,820
Gloucester County	\$	35,820
Aide	\$	29,160
Gloucester County	\$	35,820
Gloucester County	\$	35,820
Gloucester County	\$	35,820
Gloucester County	\$	35,820
Aide	\$	29,160
Gloucester County	\$	34,200
Willowglen	\$	49,100
YALE	\$	52,805
YALE	\$	46,237
Yale	\$	48,553
Yale	\$	<u>48,553</u>
	\$	1,200,499

8. Event: Delegate Assembly
 Date: November 2, 2015
 Cost: \$0.00
 Attendees: William Weyland
 Kathleen Rappold

Approval of motions 1 through 8 above:

MOVED BY: _____ Mrs. de Haan _____
 ON ROLL CALL VOTE:

SECOND BY: _____ Mr. Dilworth _____
 MOTION CARRIED: 9-0-0

IX. PRESENTATIONS:

- *September 2015 Manner Banner (Classroom 2A - Mrs. Miles)*
- *September 2015 Bulldogs Best*

X. CORRESPONDENCE:

1. Nutri-Serve Monthly Update - September 2015
2. Notification from the New Jersey Department of Education that the district's Equivalency Application for Achieve NJ has been approved.

XI. COMMITTEE REPORTS:

1. Administrative Evaluation
(Chairperson - Randall Freiling)
 - Mr. Freiling had nothing to report.
2. Building and Maintenance
(Chairperson - William Dilworth)

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- Mr. Dilworth reported that the door project will be completed on November 5 and 6. Also, the server cabinet will be moved from the conference room and relocated to the room behind the Media Center at that time.
3. Camden County Educational Services Commission
(*Representative - Virginia de Haan; Alternate - William Weyland*)
 - Mrs. de Haan reported that the other counties are appealing to the State to prohibit CCEC from expanding to other counties. A parent came to the Commission to complain about the length of time their student is on the bus.
 4. Camden County School Boards Association
(*Representatives - John Romer and William Weyland*)
 - Mr. Weyland reported on the last meeting. Mrs. Rappold went to the PARCC meeting along with the superintendent. Both meetings were very informative.
 5. Community Education and Extra-Curricular Information
(*Chairperson - John Romer*)
 - Mr. Romer reported that Camp Clementon decorated for the Fall. Adult volleyball started. Candy Bingo was successful. Breakfast with Santa will be coming in December.
 6. Policy
(*Chairperson - William Weyland*)
 - Mr. Weyland had nothing to report.
 7. Common Core Curriculum and Technology
(*Chairperson - Kathleen Rappold*)
 - Mrs. Rappold reported the following:
 - We held an all day in-service on October 9, 2015. The math teachers in grades Kindergarten to 8 worked with Standards Solutions to learn about effective teaching strategies with modeling in math and how to create PARCC like assessments. As you know, we use the state benchmarks as our assessments and we are moving them towards making them more PARCC like.
 - PARCC Data - We have no data yet from the NJDOE. Kathy and I attended the School Boards Meeting where we heard from Bari Erlichson from the NJDOE where she talked about PARCC and the upcoming types of results we will be getting.
 - Adrienne and I have been meeting with individual staff members to review their curriculum binders in preparation for QSAC.
 - October 30 and November 4 are early dismissal days and professional development days for the staff. They will be working with Standards Solutions to go over all of the online activities and lessons that are available to us to incorporate them into their lessons and assessments.
 8. Finance
(*Chairperson - Kathleen Rappold*)
 - Mrs. Rappold reported that the bills were paid. Mrs. Clement is working on salary guides.
 9. Legislation
(*Representative - William Weyland*)
 - Mr. Weyland had nothing to report. He and Mrs. Rappold will be attending the meeting in November.
 10. Personnel
(*Chairperson - William Dilworth*)

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- Mr. Dilworth reported the following:
 - Due to the recent retirement of Eileen Swan, we have already posted for her position and we will be conducting interviews in November.
 - In addition, the superintendent received a resignation notice from our Long Term Sub reading teacher. Her position has also been posted.

11. Pine Hill Board of Education

(Representative - Randall Freiling)

- Mr. Freiling reported that the board will approve a business administrator at their next meeting. Auditors were working in the district.
 - a. Minutes from the August 25, 2015 Worksession/Regular Business Meeting
(Attachment XI-11.a)

12. Municipal Liaison

(Representative - Randall Freiling)

- Mr. Freiling reported that Trunk or Treat is scheduled for October 30. Construction is continuing on the White Horse Pike project.

13. Home and School Association

(Representative - Kathleen Rappold)

- Mrs. Rappold reported the following:
 - Adrienne and Lynn attended the HSA meeting. They had a large group of parents show up. Having it at 3:15 in the afternoon was successful and different parents were able to show up.
 - The HSA has items on the agenda for approval including the book fair and a movie night.
 - The HSA had a successful movie night. They made \$454 at the door and \$255 for concessions.
 - They have updated their bylaws based on what we approved at the last board meeting.

14. Negotiations

(Chairperson - Ellen Suckle)

- Mrs. Suckle reported that the board will go into Executive Session to discuss negotiations. A tentative settlement has been achieved. Details cannot be discussed at this time. The board is awaiting salary guides from the CEA. Once that is agreed upon, the board will vote for approval.

XII. OTHER INFORMATION:

1. Discussion Items: None

2. Clementon School Information:

- a. Enrollment Report - September 2015 *(Attachment XII-2.a)*
- b. Nurse's Report - September 2015 *(Attachment XII-2.b)*
- c. Administrative Report - September 2015 *(Attachment XII-2.c)*

3. Fire and Security Drills:

September 2015 - Drill Type	Date	Time
Fire Drill	09/10/15	09:06 AM
Security Drill (Evacuation)	09/16/15	01:53 PM

4. Upcoming Events - November 2015 (Please see calendar.)

XIII. PUBLIC:

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Ms. Trudi Dawes addressed the board concerning her contract and resignation. Ms. DiPietropolo will discuss this with her after the meeting.

Mrs. Weaver asked the board if she would be permitted to start a Lego Club. Mrs. Suckle suggested that she speak with Mrs. Teschner, Director of Community Education.

MOTION: To close the public portion of the meeting.

MOVED BY: Mr. Freiling SECOND BY: Mr. Romer
ON ROLL CALL VOTE: MOTION CARRIED: 9-0-0

XIV. EXECUTIVE SESSION:

The Clementon Board of Education will go into Executive Session in accordance with Resolution 101915 for personnel matters and negotiations. Action will be taken.

MOTION: To move into Executive Session at 8:01 PM for personnel matters and negotiations. Action will be taken.

MOVED BY: Mrs. Rappold SECOND BY: Mrs. Pizzo
ON ROLL CALL VOTE: MOTION CARRIED: 9-0-0

MOTION: To move out of Executive Session at 8:26 PM.

MOVED BY: Mrs. de Haan SECOND BY: Mrs. Rappold
ON ROLL CALL VOTE: MOTION CARRIED: 9-0-0

MOTION: To submit goals to the County Office for approval for Lynn DiPietropolo for the 2015-2016 school year.

MOVED BY: Mr. Freiling SECOND BY: Mr. Dilworth
ON ROLL CALL VOTE: MOTION CARRIED: 7-0-2
(Mr. Dilworth and Mr. Weyland abstained.)

XV. ADJOURNMENT:

MOTION: To adjourn the meeting at 8:35 PM.

MOVED BY: Mr. Weyland SECOND BY: Mr. McKelvey
ON ROLL CALL VOTE: MOTION CARRIED: 9-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
November 23, 2015