

FREEHOLD TOWNSHIP BOARD OF EDUCATION
October 16, 2018
Regular Meeting Agenda

The mission of the Freehold Township Schools, in partnership with our community, is to prepare all students to be responsible citizens and life long learners.

The Freehold Township Board of Education meets, as a whole, on the second and fourth Tuesday of each month. There are three committees of the board that meet before the first board meeting of the month to review issues specific to each committee's charge and a report is presented at the next board meeting. Each committee spends many hours reviewing recommendations and agenda items. Items are placed on this agenda as a recommendation for full board approval by each committee.

I. Call to Order

II. Opening Statement

"A notice listing the time, date and place of this meeting was posted on the public bulletin board of all Freehold Township Schools, on the entrance door to the Administrative Offices of the Board of Education, on the district website, at the Office of the Freehold Township Clerk, published in the Asbury Park Press on January 10, 2018, and sent to the News Transcript on January 8, 2018."

III. Pledge of Allegiance

IV. Roll Call

V. Approval of Minutes

Regular Minutes for September 25, 2018

VI. Communications

Enrollment:	September 2017	3,742
	June 2018	3,778
	September 2018	3,725

VII. President's Remarks

VIII. Administrative Report

Honoring Staff member for performing Heimlich Maneuver on a student
Bullying Investigation Report
Testing Presentation

The following bus fire drills were performed as listed:

09/17/18: DDE, CTB

IX. Public Participation – agenda items only

X. Board Reports and Actions

**A. Personnel/Policies/Communications Committee – Michael Amoroso, Chairperson
Committee Members: Elena O'Sullivan, Michelle Lambert
Administrative Liaison: Neal Dickstein**

COMMITTEE REPORT

BULLYING INVESTIGATION REPORT

1. The Superintendent recommends approval to accept the bullying investigation reports received from September 21, 2018 through October 12, 2018.

RESIGNATION

2. The Superintendent recommends ratifying the resignation of the following staff member for the 2018-2019 school year:

NAME: Tammy Martinelli
 POSITION: Lunchroom Assistant – West Freehold School
 POSITION CONTROL #: 9400-030-NONAFF-06
 ACCOUNT #: 11-000-262-107-10-000
 EFFECTIVE: October 5, 2018

NEW EMPLOYMENT

3. The Superintendent recommends ratifying approval to issue a contract to the following staff member for the 2018-2019 school year. All employments are recommended pending State Department of Education approval of emergent employment for a period not to exceed 3 months pending completion of the criminal history background check as per NJSA 18A:6-7 et seq; 39-17 et seq; 6-4.13 et seq.

NAME: Maureen Csakai
 POSITION: Replacement Teacher – Eisenhower Middle School
 SALARY: \$53,082.00 GUIDE: A STEP: 1
 ACCOUNT #: 11-130-100-101-10-000-024
 EFFECTIVE: October 1, 2018 through June 30, 2019

4. The Superintendent recommends approval to issue a contract to the following staff member for the 2018-2019 school year. All employments are recommended pending State Department of Education approval of emergent employment for a period not to exceed 3 months pending completion of the criminal history background check as per NJSA 18A:6-7 et seq; 39-17 et seq; 6-4.13 et seq.

NAME: Robyn Chabarek
 POSITION: Lunchroom Assistant – West Freehold School
 SALARY: \$6,300.00 (3 hrs/day @\$12.50/hr)
 ACCOUNT #: 11-000-262-107-10-000
 EFFECTIVE: October 17, 2018 through June 30, 2019

CHANGE OF ASSIGNMENT/SALARY ADJUSTMENT

5. The Superintendent recommends approval of the following temporary change of assignment/salary adjustment for the 2018-2019 school year:

NAME: Traci Shaw
 FROM: Supervisor - District
 TO: Interim Principal – Catena Elementary School
 SALARY: \$126,000.00
 ACCOUNT #: 11-240-103-10-000-020
 EFFECTIVE: October 17, 2018 through December 21, 2018

SALARY ADJUSTMENT

6. The Superintendent recommends ratifying the salary adjustment of the following staff member for the 2018-2019 school year
- NAME: Ryan Klusewicz
 POSITION: Teacher – Eisenhower Middle School
 POSITION CONTROL #: 11-130-100-101-10-000-024
 FROM: \$64,782.00 GUIDE: A STEP: 8
 TO: \$69,059.00 GUIDE: A STEP: 8+1 teaching period every other day
- ACCOUNT #: 11-130-100-101-10-000-023
 EFFECTIVE: September 24, 2018 through June 30, 2019
7. The Superintendent recommends approval for the salary adjustment of the following staff member for the 2018-2019 school year
- NAME: Maryann Castronova
 POSITION: Bus Driver
 POSITION CONTROL #: 9400-000-PROSER-11
 FROM: \$32,027.00
 TO: \$33,660.00
 ACCOUNT #: 11-000-270-160-10-000
 EFFECTIVE: October 17, 2018 through June 30, 2019

ESTABLISH START DATE

8. The Superintendent recommends approval of the start date of the following staff member for the 2018-2019 school year:
- NAME: Cara Nelius
 POSITION: Media Specialist – Errickson Elementary School
 SALARY: \$63,582.00 GUIDE: C STEP: 6
 ACCOUNT #: 11-000-222-100-10-000-025
 EFFECTIVE: November 26, 2018 through June 30, 2019

LEAVES OF ABSENCE

9. The Superintendent recommends approval of the leaves of absence of the following staff members for the 2018-2019 school year:
1. NAME: Meghan Soheily
 POSITION: Teacher – Eisenhower Middle School
 POSITION CONTROL #: 1104-024-IS-004
 ACCOUNT #: 11-130-100-101-10-000-024
 UNPD NJ/FED FMLA: October 8, 2018 through January 14, 2019
 UNPD LEAVE: January 15, 2019 through June 30, 2019
2. NAME: Tiffany Knapp
 POSITION: Teacher – Catena Elementary School
 POSITION CONTROL #: 1001-020-IS-39
 ACCOUNT #: 11-120-100-101-10-000-020
 UNPD NJ/FED FMLA: November 2, 2018 through February 11, 2019
3. NAME: Shannon Faryna
 POSITION: Teacher Assistant– Early Childhood Learning Center
 POSITION CONTROL #: 9100-070-TA-04
 ACCOUNT #: 11-216-100-106-10-000-070
 UNPD NJ/FED FMLA: November 2, 2018 through February 11, 2019
 UNPD LEAVE: February 12, 2019 through June 30, 2019

10. The Superintendent recommends approval to adjust the leave of absence of the following staff member for the 2018-2019 school year:

NAME:	Lisa Hamilton
POSITION:	Secretary – Child Study Team
POSITION CONTROL #:	9300-000-SEC-05
ACCOUNT #:	11-000-219-105-10-000
FROM UNPD NJ/FED FMLA:	September 26, 2018 through October 24, 2018
TO UNPD NJ/FED FMLA:	September 26, 2018 through October 17, 2018

HONORARIA

11. The Superintendent recommends approving the following PTO funded honoraria for the 2018-2019 school year:

NAME	ACTIVITY	SCHOOL	AMOUNT
Dana Morris	1 st & 2 nd Grade Academy	JJC	\$1,000.00
Laura McMenamin	1 st & 2 nd Grade Academy	JJC	\$1,000.00
Catherine Creech	Science Club	JJC	\$1,000.00
Kevin Summonte	Volleyball	JJC	\$1,000.00
Kevin Summonte	Floor Hockey	JJC	\$1,000.00
Kevin Summonte	Running	JJC	\$1,000.00
Alisha Heine	Garden Club	JJC	\$1,000.00
Amy Bennett	Garden Club	JJC	\$1,000.00
Jennifer Cascarelli	Chorus	JJC	\$1,000.00
Jennifer Cascarelli	Play Music Director	JJC	\$1,000.00
Heather Mosenson	Play Director	JJC	\$2,000.00
Heather Mosenson	TV News	JJC	\$1,000.00
Taylor Potts	Computer Club	JJC	\$1,000.00
Alisha Heine	Lego K-2	JJC	\$1,000.00
Alisha Heine	Lego 3-5	JJC	\$1,000.00
Dana Morris	STEAM Club (Fall)	JJC	\$ 500.00*
Elvira Mudd	STEAM Club (Fall)	JJC	\$ 500.00*
Dana Morris	STEAM Club (Spring)	JJC	\$ 500.00*
Elvira Mudd	STEAM Club (Spring)	JJC	\$ 500.00*
Jennifer Carson	KinderClub	JJC	\$1,000.00
Colleen LaSalle	Dot & Dash Coding	JJC	\$1,000.00
Jason Barthel	Marvel Comic	JJC	\$1,000.00
Carola Fernandez	Student Care Club	MWES	\$1,000.00
Laura McGowan	Peer Buddies	CTB	\$ 500.00*
Rosemarie Ferraioli	Peer Buddies	CTB	\$ 500.00*

*indicates shared honorarium

12. The Superintendent recommends approving the following grant funded honoraria for the 2018-2019 school year:

NAME	ACTIVITY	SCHOOL	AMOUNT
Amy Deseno	Afterschool ELA/Math Grade 3	MWES	\$2,000.00
Sherri DiStefano	Afterschool ELA Grades 4-5	MWES	\$2,000.00
Kathy Ayres	Afterschool Math Grades 4-5	MWES	\$2,000.00

RATIFYING-MONITORS

13. The Superintendent recommends ratifying the following staff members to serve as district monitors at the district's monitoring rate for the 2018-2019 school year:

Barbara Cross	John Krupp	Kristy Patmore
Margaret Kotran	Deidre Schiazza	Christine Cullen
Kim Bradus	Stacey Schapiro	Marsha Besmanoff
Bridgid Logan	Laurie Saltzman	Traci Ambrose
Nancy Beeler	Jackie Rapisdarda	Christopher Sammy
Alba Wagar	Stacy Collins	Marcia Dermon
Megan Coffey	Eileen Hoff	Carmen Matthews
Virginia Merola	Lori O'Neill	Kathryn Pringle
Judy Russo	Amelia Snow	Mae Winitt
Danielle Wright	Pamela Siegel	Teresa Ferro-Armitt
Laura Bergen	Meryl Good	Anne Preston
Kaitlyn Trebour	Mary Gouveia	Lois Schaffner
Courtney Colford	Allison Dutka	Kelly Leone
Pat Prochnow	Corinne Newman	Laura Mirabelli
Susan Perry	Suzanne Stonaker	Colleen Pyott
Kimberly Baker		

RATIFYING-CLASS COVERAGE

14. The Superintendent recommends ratifying the following staff members to provide coverage for classes during the regular school day during their prep at the contracted curriculum rate for the 2018-2019 school year, as needed:

Christopher Urso	Megan Coffey	Carmela Katz
John Krupp	Laura Bergen	Ryan Klusewicz
Erin Pietsch		

CERTIFIED SUBSTITUTES

15. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2018-2019 school year at the established rates for certificated positions. All employments are recommended pending State Department of Education approval of emergent employment for a period not to exceed 3 months pending completion of the criminal history background check as per NJSA 18A:6-7.1 et seq.; 39-17 et seq.; 6-4.13 et seq.

Rena Pinhas	Karen Lebron	Laura Mays
Brittany Comforte	Filomena Macri	

SUPPORT STAFF SUBSTITUTES

16. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2018-2019 school year at the established rates for non-certificated positions. All employments are recommended pending State Department of Education approval of emergent employment for a period not to exceed 3 months pending completion of the criminal history background check as per NJSA 18A:6-7.1 et seq.; 39-17 et seq.; 6-4.13 et seq.

<u>Teacher Assistant</u>	<u>Office Assistant</u>	<u>Lunchroom Assistant</u>
Geraldine Pollice	Geraldine Pollice	Geraldine Pollice
Karen Lebron	Karen Lebron	Karen Lebron
Brittany Comforte	Brittany Comforte	Brittany Comforte

<u>Teacher Assistant</u>	<u>Office Assistant</u>	<u>Lunchroom Assistant</u>
Filomena Macri	Filomena Macri	Filomena Macri
Njeri Hunte	Njeri Hunte	Njeri Hunte
Ruthann Huttula	Ruthann Huttula	Ruthann Huttula

Bus Driver
Kimberly Sebar

SUMMER PROFESSIONAL TRAINING

17. The Superintendent recommends ratification of the following staff member to be paid at the meeting/training rate for attendance at summer professional training sessions.

Heidi Toth

FIRST READING POLICY

18. The Superintendent recommends approval of the first reading of:

Policy 5756 Transgender Students

TRANSLATOR

19. The Superintendent recommends ratifying the following staff member to serve as a translator/interpreter for the 2018-2019 school year at the district monitoring rate:

Michele Coogan

TERMINATION

20. The Superintendent recommends approval of the termination of the following employee effective October 16, 2018:

Employee ID No. 094293

**B. Curriculum/Staff Development Committee – Mary Cozzolino, Chairperson
Committee Members: Michael Matthews, Jason Levy
Administrative Liaison: Pam Nathan**

COMMITTEE REPORT

STUDENT TEACHER PLACEMENT

1. The Superintendent recommends approval of the following student teacher/practicum placements for the 2018-2019 school year:

<u>STUDENT</u>	<u>COOPERATING STAFF</u>	<u>DATES</u>
Amy Costa (TCNJ)	Jennifer Lawlor	10/17/18-12/21/18

**C. Finance/Facilities/Transportation Committee – Jennifer Patten, Chairperson
Committee Member: Daniel DiBlasio, Kay Holtz
Administrative Liaison: Robert DeVita**

COMMITTEE REPORT

BILLS & CLAIMS

1. The Superintendent recommends approval of the following list of bills dated October 16, 2018, which have been reviewed and approved by a Board member:

	Machine Print Checks	Hand Checks	Total Bills
Current Expense (General)			
Current Expense	\$823,306.26	\$189,602.20	\$1,012,908.46
Capital Outlay	\$78,850.00	\$111,972.00	\$190,822.00
Education Job Fund			
Special Revenue	\$20,984.30		\$20,984.30
Capital Project			
Debt Service			
Total Bills	\$923,140.56	\$301,574.20	\$1,224,714.76

TRANSFERS

2. The Superintendent recommends approval of the following transfers for the 2018-2019 school year:

<u>Amount</u>	<u>From</u>	<u>To</u>
1. \$2,786.50	11-213-100-101-14-000 ESY RR Teacher	11-212-100-106-14-000 ESY MD TA
<u>Amount</u>	<u>From</u>	<u>To</u>
2. \$1,500.00	11-000-213-600-24-000-024 Health Serv. Supplies	11-000-218-600-24-000-024 Guidance, Supplies
<u>Amount</u>	<u>From</u>	<u>To</u>
3. \$31.08.00	11-190-100-610-30-000-030 Reg. Instructional Supplies	11-000-222-600-30-000-030 Ed. Media/ School Library Sup.
<u>Amount</u>	<u>From</u>	<u>To</u>
4. \$10,303.00	11-212-100-106-14 ESY Salary – Aides	11-000-240-199-11 Vacation Day Payout
<u>Amount</u>	<u>From</u>	<u>To</u>
5. \$43,000.00	11-190-100-610-05 Instructional Supplies	11-000-100-566-40 Out of District Tuition

3. The Superintendent recommends approval to ratify the following transfer for the 2018-2019 school year:

<u>Amount</u>	<u>From</u>	<u>To</u>
1. \$4,830.00	11-000-221-500-07 Improv. Instr. Other	11-000-230-339-05 Gen. Admin. Other Purch.
<u>Amount</u>	<u>From</u>	<u>To</u>
2. \$9,000.00	11-000-252-330-06-000 Admin Tech Purch. Prof. Serv.	11-000-266-300-06-000 Security Purch. Prof. Serv.
<u>Amount</u>	<u>From</u>	<u>To</u>
3. \$4,938.82	11-000-263-100-14-000 Summer Work	11-000-262-100-14-000 Summer Work

4. The Superintendent recommends approval to rescind the following transfer for the 2018-2019 school year as approved on September 25, 2018:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$62,000.00	11-000-252-330-06-000 Admin Tech Purch. Prof. Serv.	11-000-266-300-06-000 Security Purch. Prof. Serv.

APPROVAL OF TRAVEL AND RELATED EXPENSES

5. The Superintendent recommends approval of the following travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23B as follows:

	NAME	TITLE	EVENT	DATES	AMOUNT
1	Albanese, Holli	Middle School ELA Coordinator	Rutgers Literacy Development Series	10/26/18, 12/6/18, 1/15/19, 2/27/19, 3/22/19	\$699.00
2	Amalfitano, Gloribel	World Language Teacher – Spanish	World Languages for Everyone: Helping Students with Learning Difficulties Become Successful Second Language Learners	10/25/18	\$175.00
3	Benbrook, Jennifer	Principal	Learning Forward	12/2/18 – 12/5/18	\$1,986.00
4	Dickstein, Neal	Superintendent	Learning Forward	12/2/18 – 12/5/18	\$1,986.00
5	Fernandez, Carola	World Language Teacher – Spanish	World Languages for Everyone: Helping Students with Learning Difficulties Become Successful Second Language Learners	10/25/18	\$175.00
6	Fernandez, Diane	World Language Teacher – Spanish	World Languages for Everyone: Helping Students with Learning Difficulties Become Successful Second Language Learners	10/25/18	\$175.00
7	Fischer, Erin	Teacher	Mindful Educator Essentials Course	11/15/18 – 12/28/18 online	\$440.00
8	Force, Lisa	Media Specialist	NJASL Annual Conference	12/3/18	\$135.00
9	Fossetta, Nancy	Speech Language Pathologist	Conference for school based SLP's	11/30/18	\$269.00
10	Libenson, Amy	World Language Teacher – Spanish	World Languages for Everyone: Helping Students with Learning Difficulties Become Successful Second Language Learners	10/25/18	\$125.00
11	Maniquis, Tabitha	Teacher	NJASL Annual Convention	2/25/19 – 2/27/19	\$235.00

12	McDow, Kelly	Teacher	Freckle Workshop: NJ Edition	11/17/18	\$25.45
13	McKim, Christine	District ELA Supervisor	Rutgers Literacy Development Series	10/26/18, 12/6/18, 1/15/19, 2/27/19, 3/22/19	\$699.00
14	Napolitano, Jacqueline	Speech Language Pathologist	Conference for school based SLP's	11/30/18	\$269.00
15	O'Brien, Laura	Teacher	Mindful Educator Essentials Course	11/15/18 – 12/28/18 online	\$440.00
16	Roohr, Lisa	Teacher	Introduction to Responsive Classroom for K-9 Educators	3/7/19	\$199.00
17	Sciarappa, John	Teacher	NJASPERD Annual Convention	2/25/19 – 2/27/19	\$235.00
18	Wagar, Alba	Spanish Teacher	Pique Proficiency	12/6/2018	\$175.00
19	Walby-Santoro, Stephanie	Teacher	NJMEA 2019 State Music Conference	2/21/19 – 2/23/19	\$170.00

DONATIONS

6. The Superintendent recommends approval to accept a donation of a 46" Samsung Smart TV to the Marshall W. Errickson School from a staff member.
7. The Superintendent recommends approval to accept a donation of \$1,000 from the Barkalow Middle School PTO to the Barkalow Middle School for the payment of two Peer Buddies Honorariums.

OUT OF DISTRICT CONTRACT

8. The Superintendent recommends approval to ratify the following Out of District Contract for the 2018-2019 School Year

Student: #9526023068
School: Coastal Learning Center Monmouth Corp.
Cost: \$51,037.00
Program: 10 Month
Start Date: 9/21/18
End Date: 6/21/19

TUITION CONTRACT FOR HOMELESS STUDENT

9. The Superintendent recommends approval to ratify the agreement between the Freehold Township Board of Education the Toms River Board of Education to send one homeless student, ID No. 5277132246. The tuition is \$647. The services commenced on September 5, 2018 and terminated on September 18, 2018.

ESEA GRANT

10. The Superintendent recommends approval to accept funds for the FY2019 ESEA grant as follows:

Title IA	\$255,380
Title II	\$ 64,353
Title III	\$ 12,824
Title III Immigrant	\$ 3,962
Title IV	\$ 15,393

DISPOSALS

11. The Superintendent recommends disposal of the following science books in the district which are no longer being used for educational purposes:

<u>Name</u>	<u>ISBN</u>	<u>Copyright Year:</u>	<u>Quantity</u>
Weather and Climate	0-13-434494-4	2000	263
Chemical Building Blocks	0-13-434480-4	2000	125
Chemical Interactions	0-13-434482-0	2000	233
Motion, Forces and Energy	0-13-434492-8	2000	235
Cells and Heredity	0-13-434479-0	2000	187
Sound and Light	0-13-434493-6	2000	254
Earth's Waters	0-13-434484-7	2000	264
Animals	0-13-434560-6	2000	288
Earth's Changing Surface	0-13-434483-9	2000	45
From Plants to Bacteria	0-13-434490-1	2000	285

CONSULTANT SERVICES

12. The Superintendent recommends approval for the following consultant to provide professional development on the Prosocial Matrix (ACT) and ongoing consultation to district staff during the 2018/19 school year at a cost not to exceed \$1,200.

Phil Tenaglia, M.A.

COMPREHENSIVE MAINTENANCE PLAN

13. The Superintendent recommends approval of the Comprehensive Maintenance Plan and Form M-1 Annual Maintenance Budget Amount Worksheet per N.J.A.C. 6A:26A, available for review in the Business Office.

RESOLUTION

14. The Superintendent recommends approval of the following resolution authorizing Disposal of Surplus Property conducted through GovDeals.com:

WHEREAS, the Freehold Township Board of Education is the owner of certain surplus property which is no longer needed for educational purposes; and

WHEREAS, the Freehold Township Board of Education desires to sell said surplus property in "as is" condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Freehold Township Board of Education, County of Monmouth, as follows:

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and also available from the Freehold Township Board of Education.

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-2009.

(4) A list of the surplus property to be sold is as follows:

Year	Body Type	Vin #	Item
2003	Bluebird	1GDJ7T1C42J509852	54 Passenger Bus
2003	Bluebird	1GDJ7T1C02J509587	54 Passenger Bus
2003	Bluebird	1GDJ7T1C22J509333	54 Passenger Bus
2003	Bluebird	1GDJ7T1C42J510807	54 Passenger Bus

2003	Bluebird	1GDJ7T1C62J509755	54 Passenger Bus
2003	Bluebird	1GDJ7T1CX2J509337	54 Passenger Bus
2003	Bluebird	1GDJ7T1C92J509944	54 Passenger Bus
2003	Bluebird	1GDJ7T1C22J509686	54 Passenger Bus

(5) The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(6) The Freehold Township Board of Education reserves the right to accept or reject any bid submitted.

- XI. Old Business
- XII. New Business
- XIII. President's Remarks
- XIV. Public Participation – any topic
- XV. Executive Session

WHEREAS, pursuant to N.J.S.A. 10:4-12 (b), the Board of Education may exclude the public from that portion of a public meeting at which the board discusses any of the matters described at N.J.S.A. 10:4-12 (b) (1)-(9);

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of the Open Public Meeting Act ("Act"), the Board of Education shall conduct a closed session pursuant to the Personnel and Legal exception(s) prescribed by N.J.S.A. 10:4-12 for the purpose of discussing the following matter(s):

- Matters rendered confidential by state or federal law
- Personnel
 - Termination of employee
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation
- Pending or anticipated contract negotiations
- Protection of the safety or property of the public
- Matters which would constitute an unwarranted invasion of privacy
- Matters in which the release of information would impair a right to receive funds from the United States Government
- Matters concerning collective negotiations and/or the negotiations of terms and conditions of employment of employees of the Board of Education
- Possible imposition of a civil penalty or suspension

It is anticipated that the length of time of this executive session will be 20 minutes, and that action may be taken in public after the executive session.

BE IT FURTHER RESOLVED that said discussion may be disclosed to the public when reasons for discussing and acting upon it in closed session no longer exist.

- XVI. Adjournment

On motion of _____ and seconded by _____, the meeting adjourned at _____ p.m.