

**MINE HILL BOARD OF EDUCATION
AGENDA
REGULAR MEETING
April 26, 2021**

1. Call to Order

2. Statement of Compliance

In Compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, adequate notice of date, time and location for this meeting has been properly advertised in the Daily Record on January 15, 2021 and the Randolph Reporter on January 21, 2021 and copies of the agenda have been posted on the district website and emailed to the Clerk of the Township of Mine Hill.

3. Roll Call

Jennifer Antoncich		Diane Morris	
Katie Bartnick		Srinivasa Rajagopal	
Peter Bruseo		Jennifer Waters	
Brian Homeyer			

4. Executive Session

On the motion of _____ seconded by _____ at _____ p.m. the board approves the following resolution:

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meeting in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select on or more)

- 1) *A matter rendered confidential by federal or state law*
- 2) *A matter in which release of information would impair the right to receive government funds*
- 3) *Material the disclosure of which constitutes and unwarranted invasion of individual privacy*
- 4) *A collective bargaining agreement and/or negotiations related to it*
- 5) *A matter involving the purchase, lease, or acquisition of real property with public funds*
- 6) *Protection of public safety and property and/or investigations of possible violations or violations of law*
- 7) *Pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege*
- 8) *Specific prospective or current employees unless all who could be adversely affected request an open session*
- 9) *Deliberation after a public hearing that could result in a civil penalty or other loss.*

AND BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

Note: This closed session will include items in category(s) _____. It may be adjourned while business is conducted in public then reconvened after public business has been completed.

Motion of: _____

Motion of: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

5. Regular Session - _____ p.m.

6. **Flag Salute**

7. **Mission and Vision**

Vision

We envision all learners maximizing their potential to be innovators, global thinkers, and lifelong learners.

Mission

Through a variety of learning experiences, Canfield Avenue School students will be challenged to maximize their potential in a nurturing and supportive learning environment.

8. **Approval of Minutes**

- a. RESOLVED, that the Board of Education approves the **executive session minutes** of the meeting held on **March 15, 2021**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **March 15, 2021**.

Motion of: _____

Motion of: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

9. **Correspondence**

10. **Superintendent's Report**

11. **Presentations / Report**

- Final Budget Presentation FY 2021-2022

12. **Business Administrator's Report**

13. **Public Discussion**

14. **FINANCE** *Srinivasa Rajagopal, Brian Homeyer, Jennifer Antoncich*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **March 2021 payroll** in the amount of \$320,106.75 (including gross payroll amounts, district share of DCRP pension benefits, the state and district's share of FICA), plus the **payment of bills** from the General Operating Account, in the amount of \$860,382.10;

BE IT FURTHER RESOLVED that the Board of Education approves the payment of bills from other funds as delineated below:

Unemployment Trust Fund (SUI Account)	\$0.00
Student Activity Fund (Canfield School Account)	\$0.00

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the months of February and March 2021**, which is attached and made part of this resolution by reference.
- c. WHEREAS, in compliance with N.J.A.C. 6A:23-2.11(c)3, the secretary has certified that, as of the date of the report, no budgetary line-item account has encumbrances and expenditures, which in total exceed the line-item appropriation in violation of N.J.A.C. 6A:23-2.11(a), and that the financial reports for the **months of February and March 2021** are in agreement;

NOW, THEREFORE, BE IT RESOLVED, the Board of Education accepts the **Treasurer and Board Secretary Reports** above referenced reports and certifications subject to reconciliation of the secretary's report with the statements of cash position and reconciliation report when received, and orders that it be attached to and made part of the record of this meeting; and

BE IT FURTHER RESOLVED, in compliance with N.J.A.C. 6A:23-2.11(c)4, the board of Education certifies that, after review of the board secretary's and statements of cash position and reconciliation monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

d. Adoption of the Final Budget as Approved by the Executive County Superintendent

Mine Hill Township Board of Education
Adoption of the Final Budget for the School Year 2021-2022

BE IT RESOLVED by the Board of Education to approve the 2021-2022 school district budget as follows:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2021-2022 Total Expenditures	\$10,789,321	\$217,911	\$198,354	\$11,205,586
Less: Anticipated Revenues	\$3,431,070	\$217,911	\$-0-	\$3,648,981
Taxes to be Raised	\$7,358,251	\$-0-	\$198,354	\$7,556,605

MAXIMUM TRAVEL

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Board of Education includes in the tentative budget a maximum travel expenditure in the amount of **\$15,600** for the 2021-2022 school year. The maximum travel expenditure amount for the 2020-2021 is **\$15,600**, of which **\$200** has been spent and **\$819** is encumbered to date.

TRAVEL AND RELATED EXPENSE REIMBURSEMENT

The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

AND, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

AND, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30);

AND, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of **\$15,600** for all staff and board members for the 2021-2022 school year.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

CAPITAL RESERVE

Capital Reserve Account Withdrawal: **\$161,000**

BE IT RESOLVED that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$161,000 for:

- Security Camera Project - \$47,000
- Security Vestibule - \$42,000
- LED Signage - \$35,000
- Clock System - \$17,000
- Electrical Project - \$20,000

PROFESSIONAL SERVICE

WHEREAS, N.J.A.C. 6A:23a:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations:

Architecture/Engineering	\$5,000
Legal	\$15,000
Audit	\$24,000
Physician	\$4,000
TOTAL	\$48,000

WHEREAS, the Administration needs to notice the board if there arises a need to exceed said maximums. Upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

BE IT RESOLVED, that the Mine Hill Township Board of Education, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2021-2022 school year.

TUITIONS

RESOLVED, to approve the tuition rates for the 2021-2022 school year as follows:

Preschool/K	\$19,482
Grades 1-5	\$18,578
Grades 6-8	\$17,860
Special Education MD	\$67,134

- e. RESOLVED, that the Board of Education approves the **2021-2022 schedule of tax payments** as follows:

BOARD OF EDUCATION - TOWNSHIP OF MINE HILL SCHOOL TAX PAYMENT SCHEDULE 2021-2022

	<u>CURRENT EXPENSE</u>	<u>DEBT SERVICE</u>	<u>TOTAL THIS PERIOD</u>
JULY 2021	\$ 613,187.58		\$ 613,187.58
AUGUST 2021	\$ 613,187.58	\$ 1,677.00	\$ 614,864.58
SEPTEMBER 2021	\$ 613,187.58		\$ 613,187.58
OCTOBER 2021	\$ 613,187.58		\$ 613,187.58
NOVEMBER 2021	\$ 613,187.58		\$ 613,187.58
DECEMBER 2021	\$ 613,187.58		\$ 613,187.58
JANUARY 2022	\$ 613,187.58	\$ 196,677.00	\$ 809,864.58
FEBRUARY 2022	\$ 613,187.58		\$ 613,187.58
MARCH 2022	\$ 613,187.58		\$ 613,187.58
APRIL 2022	\$ 613,187.58		\$ 613,187.58
MAY 2022	\$ 613,187.58		\$ 613,187.58
JUNE 2022	\$ 613,187.58		\$ 613,187.58
TOTAL	\$ 7,358,251.00	\$ 198,354.00	\$ 7,556,605.00

- f. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Professional Support/Non-Public Services Agreement with Non-Public Chapters 192-193 Addendum-Supporting Documents** between the Mine Hill Township Board of Education and the Educational Services Commission of Morris County for Professional Support Services (Rates per sheet), OT Services, PT Services for the 2021-2022 School Year.
- g. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the amendment of previously approved (April 27, 2020) resolution of the **Professional Support/Non-Public Services Agreement with Non-Public Chapters 192-**

193 Addendum-Supporting Documents between the Mine Hill Township Board of Education and the Educational Services Commission of Morris County for Professional Support Services (Rates per sheet), OT Services, PT Services for the 2020-2021 School Year.

- h. WHEREAS, on April 30, 2018, the Board of Education accepted and approved the 5-year joint Transportation Agreement between the **Roxbury Township Board of Education and the Mine Hill Township Board of Education**, to provide transportation for Mine Hill resident students attending Dover High School, Dover Middle School, Mine Hill paid tuition students attending Roxbury High School, Mine Hill Choice students attending Roxbury High School and Eisenhower Middle School and various Field Trips;

RESOLVED, that the Board of Education approve the **transportation rates for the 2021-2022 school year** as listed below at the sum specified herein which may be adjusted based on changes to the route:

2 - Dover High School routes - \$35,899.00 per route
1 - Dover Middle School route - \$34,827.39
1 - Roxbury High School Choice route - \$12,009.48 (Estimate, route cost based on AIL)
1 - Eisenhower Middle School Choice route - \$6,004.74 (Estimate, route cost based on AIL)
1 - Dover High School late route - \$19,289.01
1 - Dover Middle School late route - \$19,289.01
Field Trip hourly rate of \$65.00
4% Administrative fee - \$6,528.70

- i. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **2021-2022 Shared Services Agreement** between Morris Hills Regional District and the Mine Hill Board of Education for **Child Study Team Services** in the amount of \$124,644.00.
- j. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the establishment of the Mine Hill Township School District **Petty Cash for the 2021-2022 school year** in the amount of \$750.00, with the approved signatures of the Superintendent and the Business Administrator.
- k. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Shared Services Agreement** between the **Chester Board of Education and the Mine Hill Board of Education for Technical Support Services** in the amount of \$68,630.00 per year for one (1) technician, three (3) days per week for 7.25 hours per day for the **2021-2022 school year**. Support services needed outside of the three days per week for special projects or emergencies would be billed at an hourly rate depending on the level of support needed. Support Services needed outside of the three day per week will be billed at the following: Technical Services Specialist OT will be billed at \$68/hour and emergency call-ins will be billed at \$90/hour. Technology Director OT will be billed at \$150/hour and emergency call-ins will be billed at \$200/hour.
- l. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **2021-2022 Joint Transportation Agreement between the Educational Services Commission of Morris County and the Mine Hill Board of Education** as follows:

1. The Commission agrees to transport public, nonpublic and/or special education pupils on established routes as assignment in writing by the Board, for each day that school is in session during the 2021-2022 school year – for such student(s) the district may choose the Commission to provide services.
 2. In consideration of the performance of paragraph 1, the Board agrees to pay the Commission the total sum of estimated costs, including administrative fees in accordance with the provisions of the payment policy established by the Board of Directors 4% surcharge.
Advance payment of 10% of the previous year's final special education cost by August 30th and monthly payments in full for actual transportation costs incurred from September through June. Any credit balance due to the district will be refunded;
 3. It is understood that any change in the number of children being transported on each route or changes in mileage during the course of the year will necessitate a reapportionment and adjustment to the costs. Apportioned costs also include an aide, if assigned to the vehicle. A personal or health aide will be billed to the district placing the request;
 4. The Commission accepts no responsibility for assuring a pupil's use of arranged transportation or attendance on an established route. Once assigned to a route, the monthly billings for the pupil's reserved seat will continue until the Commission is otherwise notified, in writing, to delete the pupil from the assigned route;
 5. The Board agrees that all requests sent to the Commission are for the purpose of making arrangements for the transportation of the pupil(s) referred, and not for the purpose of obtaining pricing information. If the Board or its administrators wishes to obtain pricing information, it must be so identified, in writing, thirty (30) days prior to the date that the requested transportation is to start;
 6. The Commission agrees to process Private School Transportation Applications for aid in lieu of transportation for those nonpublic school pupils who are unable to be placed on established or competitively bid routes. This process includes bi-annual certification of pupil attendance and preparation of payment vouchers. Such payments are to be made by the Board directly to the parents of eligible pupils. The Board agrees to pay the Commission an administrative fee for processing aid in lieu of transportation payment vouchers in accordance with the rates established by the Board of Directors of the Commission. If the Board of Education decides to utilize the Commission for such services.
 7. It is understood and agreed by the parties hereto that this agreement shall be without force and effect until such time it has been approved by the Superintendent of Schools of the County of Morris.
- m.** WHEREAS, the Mine Hill Board of Education solicited bids through the E-Rate process for 33 Hive Manager subscription licenses, 4 WAPs, and 3 UPS devices,

WHEREAS, E-rate Consulting has reviewed all vendor submissions provided in response to FCC form 470#210019759 and determined that zero responsive, responsible bids were received,

THEREFORE, the district has procured the purchase of access points and associated licenses and professional services from Howard Technology Solutions,

THEREFORE, the district has procured the purchase of UPS devices from Dell Technologies,

RESOLVED, that the Board of Education accept the recommendation of the Business Administrator and approve the following vendors for E-Rate Services: (Term of contract April 1, 2021 to September 30, 2023)

Vendor	Service	Amount
Dell Technologies	APC Smart-UPS LCD Battery Backup (3)	\$5,180.64
Howard Technologies	Aerohive Wireless access point (2)	\$46.00
Howard Technologies	Extreme Networks Software and TAC – Tech Support (31)	\$713.00
Howard Technologies	Extreme Networks ExtremeCloud Subscription licenses (33)	\$3,432.00

- n. WHEREAS, that the Board of Education accepts the recommendation of the Business Administrator and approves the purchase of **Technology for staff upgrades** (Desktops, Monitors, Chromebooks, Chromebook Cases, Laptops, Warranty and Licenses) as previously approved in the technology Plan,

WHEREAS, Purchase will include 38 Lenovo Systems, 38 Monitors, 38 Chromebooks, Licenses, Warranty, 38 Adapters, 38 Google Chrome Education Upgrade, 38 Webcams, 5 Thinkbooks, Warranty and 5 8 GB Modules,

RESOLVED, that the Board of Education approved the purchase through CDW-G in the amount of \$59,164.18 through State NJ State Approved Co-op #- 65MCESCCPS Contract for Technology Supplies and Services #ESCNJ18/19-03(18/19-03). Account # 11.190.100.610.50.518.

- o. RESOLVED, that the Board of Education authorize the Business Administrator to approve **Di Cara Rubino Architects Proposal for Professional Services for HVAC Upgrades – Phase 3 at Canfield Avenue School Project Number 3796** in the amount of \$82,000.00 for Architectural/Engineering services and \$6,000.00 for Reimbursable Expenses a total **not to exceed \$88,000.00**.

- p. WHEREAS, the Board of Education participates in the ACES Cooperative Pricing System to purchase electricity and/or natural gas supply. In order to keep and/or continue participation in the ACES Cooperative Pricing System the district must have a current signed CPS agreement,

RESOLVED, that the Board of Education authorize the Business Administrator to approve the Cooperative Pricing System agreement NJSBA ACES CPS #E8801 between the New Jersey School Boards Association on behalf of the NJSBA Cooperative Pricing Systems and the Mine Hill Township Board of Education.

- q. WHEREAS, the Board of Education previously approved purchases from PO's 201115, 201226, 210728, 210729 and 210730 utilizing General Operating Funds,

WHEREAS, subsequently thereafter **CARES Emergency Relief Grant Funds** in the amount of \$65,828 became available,

RESOLVED, that the Board of Education approved the reallocation of expenditures from PO's 201115, 201226, 210728, 210729 and 210730 be added to record expenses under the CARES Act Education Stabilization Fund as per below:

PO#	Amount	Description	From	To
201115	\$803.00	Masks and Face Shields	11.000.261.610.00.100	20.477.200.600.00.000
201226	\$4,950.00	Door framing between Nurse room & 117	20.477.200.600.00.000 *Originally charged to correct account*	20.477.200.600.00.000
210728	\$5,426.00	5 Dell Laptops and Docking Stations	11.190.100.610.50.518	20.477.200.600.00.000
210729	\$15,363.00	46 Chromebooks Lenovo 300E and 100 Chromebook Covers	11.190.100.610.50.518	20.477.200.600.00.000
210730	\$39,286.00	120 Chromebooks Lenovo 100E, 105 Chromebook Cover, Chromebook Licenses, and 3-year warranty	11.190.100.610.50.518	20.477.200.600.00.000

- r. WHEREAS, that the Board of Education previously approved purchases from PO's 210622, 210727, 210663 and 210719 utilizing General Operating Funds,

WHEREAS, subsequently thereafter **Coronavirus Relief Funds** in the amount of \$31,155 became available,

RESOLVED, that the Board of Education approved the reallocation of expenditures from PO's 210622, 210727, 210663 and 210719 be added to record expenses under the Coronavirus Relief Fund as per below:

PO#	Amount	Description	From	To
210622	\$22,222.61	Plexiglass	11.000.261.420.00.100	20.479.261.610.00.000
210727	\$7,101.30	Plexiglass	11.000.261.420.00.100	20.479.261.610.00.000
210663	\$1,079.00	Hand Sanitizer Dispenser	11.000.261.420.00.100	20.479.261.610.00.000
210719	\$752.09	Filters	11.000.261.420.00.100	20.479.261.610.00.000

- s. WHEREAS, the Board of Education of Mine Hill in the County of Morris, New Jersey, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of:

HVAC Upgrades at Canfield Avenue School State Plan # 3240-030-21-3000

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE MINE HILL TOWNSHIP IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Morris County Superintendent of Schools and the New Jersey Department of Education for approval. This project is designated "Other Capital" and the Board is not seeking state funding.

Section 2. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

3. This resolution shall take effect immediately.

Motion of: _____

Motion of: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

15. INSTRUCTION & CURRICULUM

Committee of a whole

16. PERSONNEL

Committee of a whole

17. POLICY, OPERATIONS & PUBLIC RELATIONS

Committee of a whole

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **revisions** to the **2020-2021 School Year Calendar**, to reflect two (2) unused emergency days. (See attached)

Motion of: _____

Motion of: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

18. BUILDING & GROUNDS

Pete Bruseo, Brian Homeyer, Jennifer Waters

- a. WHEREAS, the Mine Hill Board of Education needs to approve the submission of the **Lead Testing Program Statement of Assurance**, and
1. WHEREAS, the school district, charter school, renaissance school, jointure commission, educational services commission, approved private school for students with disabilities acting under contract to provide educational services on behalf of New Jersey public school districts, state-funded early childcare facilities pursuant to *N.J.A.C. 6A:13A*, and receiving schools as defined by *N.J.A.C. 6A:14-7.1(a)* (hereinafter collectively referred to as "District"), has reviewed the amendments to *N.J.A.C. 6A:26* requiring immediate testing for lead in drinking water and provides assurance that the development and implementation of a testing program has been completed in accordance with the technical guidelines established by the NJ Department of Environmental Protection as evidenced by our completion of the attached Program Checklist, that all notifications of test results were provided consistent with this subchapter, and that alternate drinking water continues to be made available to all students and staff.
 2. The District will continue to fully implement the *N.J.A.C. 6A:26-12.4* regulations.
 3. The District will maintain compliance with all applicable laws, codes, and regulations governing the provision of potable drinking water and testing of drinking water for lead including, but not limited to: *N.J.A.C. 6A:26-12.4*; *the Safe Drinking Water Act*; *N.J.S.A. 58:12A-1 et.seq.* and the rules promulgated pursuant thereto; *N.J.A.C. 7:10* and *N.J.A.C. 6A:26-6*, Planning and Construction Standards for School Facilities.

Motion of: _____

Motion of: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

19. Presidents Report

20. Dover Report *Katie Bartnick, Brian Homeyer, Srinivasa Rajagopal*

21. MHEF Report *Jennifer Antoncich, Katie Bartnick*

22. Liaison to the Mine Hill Township Report *Jennifer Antoncich, Jennifer Waters*

23. Community Committee Report *Katie Bartnick, Brian Homeyer, Diane Morris*

24. Old Business

25. New Business

26. Public Discussion

27. Executive Session

28. Return to Public Session - _____ p.m.

29. Adjournment

On the motion of _____ seconded by _____, the board adjourns the meeting at _____ p.m.

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters