

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, JUNE 18th, 2019
AGENDA**

1.0 Opening Procedures

- 1.1 Call to order – 7:00 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on June 12th, 2019 in accordance with the Open Public Meetings Act PL 1975 CH 231, effective January 16, 1976. Notice has been posted in the Fern Ross entrance and Bell Foyer entrance to Shrewsbury Borough School. A copy of this notice is also on file in the office of the Borough Clerk.”

- 1.4 Roll Call:

Mrs. Gourley-Thompson	Mr. Sweeney
Mrs. Groom	Mrs. Barber
Mrs. Hepburn-Goldberg	Mrs. Hemel
Mrs. Humes	Mr. MacConnell, Superintendent
Mrs. Montgomery	Ms. Avento, Business Administrator
	Mr. Will Donio, Board Attorney

2.0 Closed Executive Session

- 2.1 It was motioned by _____, seconded by _____, to move into Closed Executive Session at _____ p.m. to discuss confidential personnel matters or Board Business and/or matters of attorney/client privilege and/or matters of litigation and/or negotiations or contractual matters from which the public may be excluded. Minutes of this meeting will be made available to the public when the need for confidentiality no longer exists.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a voice vote, _____ members voted yes, _____ members were absent.

2.2 It was motioned by _____, seconded by _____, to reconvene into public session at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a voice vote, _____ members voted yes, _____ members were absent.

3.0 Communications ~

- Email from Mr. and Mrs. Murphy regarding concerns about the changes in Special Education staffing and the non-renewal of an employee
- Email from Mr. and Mrs. Barreca regarding the non-renewal of an employee
- Email from Tina Ong regarding concerns about the Special Education changes.
- Email from Mrs. Keller regarding the non-renewal of an employee
- Email from Mrs. Sprizza regarding concerns about the changes in the Special Education staffing and the non-renewal of an employee
- Email from Mrs. Dragonetti regarding concerns about the changes in the Special Education staffing and the non-renewal of an employee
- Email from Mrs. Convery regarding the non-renewal of an employee
- Email from Mrs. Peterson regarding the non-renewal of an employee

4.0 Public Participation ~ Agenda Items Only

5.0 Superintendent’s Report ~ Mr. MacConnell

5.1 Superintendent’s Report:

It was motioned by _____, seconded by _____, to approve item 5.2 and 5.9 as listed:

5.2 Recommend that the Board of Education approve the District HIB Report for the month of May 2019.

- 5.3 Recommend that the Board of Education acknowledge the following NJQSAC results for the Shrewsbury Borough School District for the 2018-2019 school year.

NJQSAC Areas	Initial Placement
Instruction and Program	80%
Fiscal Management	100%
Governance	100%
Operations	97%
Personnel	96%

- 5.4 Recommend that the Board of Education approve that our current QSAC Cycle 3 be moved to QSAC Cycle 1 assessment year which means that SBS will undergo a full and complete QSAC Monitoring in the 2019-2020 school year to be completed by June 30, 2020.

WHEREAS, the Shrewsbury Borough School District has been part of Cohort 3 of the New Jersey Quality Single Accountability Continuum (NJQSAC) monitoring process. WHEREAS, the “District” underwent compliance monitoring during the 2018-2019 school year as part of a three-year monitoring rotation. WHEREAS, the QSAC process focused on monitoring and evaluating the District in five key areas including: Instruction & Program, Fiscal, Governance, Operations, and Personnel. WHEREAS, the District has elected to move to Cohort 1, resulting in compliance monitoring again in the 2019-2020 school year.

NOW THEREFORE, be it resolved that Shrewsbury Borough Board of Education hereby agrees to the voluntary movement from Cohort 3 to Cohort 1 resulting in a new three-year monitoring rotation beginning the 2019-2020 school year.

- 5.5 Recommend the Board of Education approve the 2018-2019 Security Drill Statement of Assurance Report for Shrewsbury Borough School for the 2018-2019 school year.
- 5.6 Recommend the Board of Education acknowledge the completion of the Superintendent’s evaluation for the 2018-2019 school year.
- 5.7 Recommend the Board of Education approve the School Improvement Panel (ScIP) Committee listed below for the 2019-2020 school year:
- Christina Bonura
 - Tammy Kane
 - Catharine Moore
 - Nina Potter
- 5.8 Recommend the Board of Education approve the Curriculum Team listed below for the 2019-2020 school year:
- Heather Cellary
 - James McConville
 - Jennifer Metzler
 - Skye Tiplady

- 5.9 Recommend that the Board of Education approve Roseanne Ansell, Supervisor of Special Services and Monmouth University Graduate Student, to conduct a research study, "Teacher Perception of Emotional Intelligence, Mindfulness and Grit in Professional Practice and its Impact on the Teacher-Student Relationship: A Study of Introspection and Reflection". Participation in the study is voluntary and will consist of professional development, questionnaire, surveys and interviews.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by _____, seconded by _____, to approve items 6.1 as listed:

- 6.1 Recommend that the Board of Education approve the following minutes as listed:

6.1.1 Executive Session Meeting Minutes, May 21st, 2019

6.1.2 Regular Meeting Minutes, May 21st, 2019

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

7.0 Facilities Committee ~ Mr. Sweeney

- 7.1 Committee Report

Mr. Sweeney reported that the Committee met on June 11th, 2019 and discussed the following:

8.0 Finance Committee ~ Mr. Sweeney

8.1 Committee Report

Mr. Sweeney reported that the Committee met on June 11th, 2019 and reviewed the bills and claims, transfers, reviewed the current status of the 2018-2019 budget, discussed strategies for the 2019-2020 budget, reviewed ongoing state directives and the items listed below.

It was motioned by _____, seconded by _____, to approve items 8.2 through 8.11 as listed:

8.2 Recommend that the Board of Education approve the following bills:

May 2019 Payroll – 2 nd Half	\$ 256,456.44
June 2019 Payroll – 1 st Half	\$ 282,075.00
June 2019 Bills & Claims	\$ 500.00
June 2019 Bills & Claims	\$ 389.97
June 2019 Bills & Claims	<u>\$ 102,376.49</u>
Total	\$ 641,797.90

8.3 Recommend that the Board of Education approve the following transfers within the 2018-2019 General Fund as listed:

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>
11-000-100-566-01	\$37,202	11-000-291-270-02	\$82,402
Tuition – Out of District		District Benefits - Health	
11-000-230-331-01	\$20,000		
Legal			
11-000-230-334-01	\$10,000		
Architect			
11-120-100-101-01	\$15,200		
Salaries 1.5			
Rcl. for Addt'l Funds Needed			
11-000-262-621-01	\$ 5,000	11-000-263-610-01	\$ 5,000
Energy - Gas		Grounds Supplies	
Rcl. for Addt'l Funds Needed			
11-130-100-101-06	\$ 2,420	11-150-100-101-01	\$ 2,420
Salaries 6.8 LTS		Home Instruction	
Rcl. for Addt'l Funds Needed			
11-130-100-101-06	\$ 750	11-150-100-320-01	\$ 750
Salaries 6.8 LTS		Home Instruction – Prof. Svc.	
Rcl. for Addt'l Funds Needed			
11-130-100-101-06	\$ 4,000	11-000-261-420-01	\$ 4,000
Salaries 6.8 LTS		R&M Bldg.	
Rcl. for Addt'l Funds Needed			

8.3 Continued:

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>
11-190-100-106.06 Summer Camp	\$ 5,045	11-190-100-610-01 Instructional Supplies	\$30,045
11-130-100-101-06 Salaries 6.8 LTS Rcl for Addt'l Funds Needed	\$25,000		
11-000-262-107-07 Lunch Aide – Subs 11-000-263-610-01 Grounds Supplies Rcl for Addt'l Funds Needed	\$ 1,000 \$ 2,500	11-000-261-420-03 R&M Building	\$ 3,500
11-000-263-61-01 Grounds Supplies Rcl for Addt'l Funds Needed	\$.01	12-000-261-730-01 Operations Equipment	\$.01

8.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of May 31st, 2019, after review of the appropriations section of the monthly financial reports and upon consultation with appropriate district officials, to the best of my knowledge no major account or fund has been overextended in violation of N.J.A.C. § 6A:23A-16.10(c) (3), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

 Debora Avento

 Date

8.5 Recommend that the Board Secretary's Report for the month of April 2019 with the respective Treasurer's Report be accepted, filed for audit, attached to, and made part of the official minutes of this meeting.

*8.6 Recommend that the Board of Education authorize the submission of the following to the Monmouth County Department of Education as required for the 2019-2020 school year:

ESEA FY20:

Title I: \$11,888
 Title IIA: \$ 5,030
 Title IVA: \$10,000
 Total: \$26,918

IDEA FY20:

Basic: \$122,439
 Preschool: \$ 5,689
 Non Public: \$ 6,444
 \$134,572

*8.7 **Whereas**, the Board of Education of the Borough of Shrewsbury in the County of Monmouth, New Jersey has had several projects approved by the State Department of Education in an effort to maintain the integrity of the building and grounds necessary to provide a thorough and efficient education to the students of the School District; and

Whereas, due to budget constraints and state aid cuts, the district was not able to budget the necessary local funds to initiate the various projects without compromising district programs; and

Whereas, the Board wishes to allocate an amount of anticipated fund balance as of June 30, 2019 and transfer such amounts into the Capital Reserve account and/or the Maintenance Reserve Account in order to conduct the necessary capital and/or maintenance projects needed to ensure the health and safety of the students and staff of the district;

Now Therefore Be It Resolved by the Board of Education of the Borough of Shrewsbury in the County of Monmouth, New Jersey authorizes up to the maximum allocation permitted from any unanticipated revenue or unexpended line-item appropriation amounts anticipated as of June 30, 2019 to the Capital Reserve and/or the Maintenance Reserve Accounts, as permitted under N.J.A.C. 6A:23A-14.3(a) to offset any of the capital or maintenance projects necessary to provide a thorough and efficient education to the students of the Shrewsbury School District and maintain the health and safety of the building and grounds of the Shrewsbury Borough School District.

- 8.8 Recommend that the Board of Education approve NJ Commission for the Blind and Visually Impaired Blindness Education Services to conduct Level 1 Services for student #5805 in the amount up to \$ 2,000 for the 2019-2020 school year.
- 8.9 Recommend that the Board of Education approve the Progressive Therapy New Jersey to provide BCBA Services to provide consultation services, functional behavioral assessments and/or meeting participation at a rate \$120.00 per hour up to 12 hours per week for the 5 week ESY 2019 Program from July 1st through August 1st, 2019 (Monday through Thursday) for a cost not to exceed \$7,200 for the 2019-2020 school year.
- 8.10 Recommend that the Board of Education approve the Progressive Therapy New Jersey to provide BCBA Services to provide consultation services, functional behavioral assessments and/or meeting participation at a rate \$ 120.00 per hour up to 12 hours per week for a cost not to exceed \$56,160 for the 2019-2020 school year.

*8.11 Recommend that the Board of Education approve the following damaged/obsolete books/furniture /miscellaneous items to be discarded as follows for the 2019-2020 school year.

<u>Quantity</u>	<u>Description</u>	<u>Information</u>	<u>Reason</u>
100	Atlas Booklets	Various Versions	Outdated
1	Inter. Dictionary		Outdated
5	Board Games	Various Versions	Missing Pieces
200+	Workbooks	Various Types	Outdated
12	Algebra I	McDougal Littell, 2007	Outdated
13	Algebra I Workbook	McDougal Littell	Outdated
3	Big Ideas Math	Big Ideas Learning, 2014	Outdated
8	Big Ideas Math Journal	Big Ideas Learning	Outdated
6	Literature 6 th Grade-TE	Prentice Hall/Pearson 2010	Outdated
28	Literature 6 th Grade-SE	Prentice Hall/Pearson 2010	Outdated

*8.11 Continued:

<u>Quantity</u>	<u>Description</u>	<u>Information</u>	<u>Reason</u>
1	Elements of Language-TE	Holt Reinhart Winston 2001	Outdated
21	Elements of Language-SE	Holt Reinhart Winston 2001	Outdated
1	Elements of Literature-TE	Prentice Hall/Pearson 2010	Outdated
7	Prentice Hall Literature Unit 1-6 Resource Workbook	Prentice Hall/Pearson 2010	Outdated
1	Prentice Hall Literature Grade 6 All-in-One Workbook	Prentice Hall/Pearson 2010	Outdated
1	Prentice Hall Grade 6 Professional Development Guidebook	Prentice Hall/Pearson 2010	Outdated
1	Prentice Hall Literature Progress Monitoring Assessments	Prentice Hall/Pearson 2010	Outdated
37	The Lightening Thief	Scholastic-Rick Riordan	Outdated

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

9.0 Curriculum Committee ~ Mrs. Montgomery

9.1 Committee Report

Mrs. Montgomery reported that the Committee met on June 11th, 2019 and discussed the following:

It was motioned by _____, seconded by _____, to approve item 9.2 as listed:

- *9.2 Recommend that the Board of Education approve the following professional development for travel reimbursement expenditures at the state rate of .31 cents per mile for the 2019-2020 school year as amended:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Mileage</u>	<u>Cost</u>
Kristen Tardiff	2019 Science Convention	10/22-23/19	\$ 25.11	\$180.00
Laura Ehlers	2019 Science Convention	10/22-23/19	\$ 11.97	\$180.00
Chris Lunz	School Dance @ Markham Pl	6/14/19	\$	
Kelly Schlosser	School Dance @ Markham Pl	6/14/19	\$	
Kelly Cosentino	School Dance @ Markham Pl	6/14/19	\$	
Allison Wiesel	School Dance @ Markham Pl	6/14/19	\$	
Roseanne Ansell	Ed Camp	8/22/19	\$0	\$0
Cheryl Peterson	Wilson Level 1 Certification	8/20-23/19	\$	\$
Skye Tiplady	Wilson Level 1 Certification	8/20-23/19	\$	\$
Marissa Shaheen	Yoga Training	6/21-8/25-19	\$65.85	\$800.00

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

10.0 Personnel Committee ~ Mrs. Barber

10.1 Committee Report:

Mrs. Barber reported that the Personnel Committee met on June 17th, 2019 and discussed matters of a confidential nature.

Upon the recommendation of the Superintendent, it was motioned by _____, seconded by _____, that the Board of Education approve item 10.2 through 10.22 as amended:

- *10.2 Recommend the Board of Education approve Emily Cuervo’s revised date to return from maternity leave on or about January 2, 2020 for the 2019-2020 school year.
- 10.3 Recommend the Board of Education approve the incentive as per contract to each of the Custodial/Maintenance Staff based on performance for the 2019-2020 school year.
- *10.4 Recommend the Board of Education rescind the appointment of Amanda Durborow as Teacher for ESY and for the 2019-2020 school year.
- *10.5 Recommend the Board of Education approve Lisa Aquilino, Teacher at the salary rate of BA/6, \$53,270 for the 2019-2020 school year.
- *10.6 Recommend the Board of Education approve Lisa Aquilino, Teacher at the hourly rate of \$42.97 (BA/6) for ESY for the 2019-2020 school year.
- *10.7 Recommend the Board of Education approve Kelly Buskey, Teacher at the salary rate of BA/8, \$55,370 for the 2019-2020 school year.
- *10.8 Recommend the Board of Education approve Tori Long, Teacher at the salary rate of MA/1, \$57,570 for the 2019-2020 school year.
- *10.9 Recommend the Board of Education approve Vincent Muench, Assistant Track Coach at the stipend rate of \$1,249 for the 2019-2020 school year.
- *10.10 Recommend the Board of Education approve Stuart White, Wrestling Coach at the stipend rate of \$2,527 for the 2019-2020 school year.

- 10.11 Recommend that the Board of Education approve the following personnel to attend the OpenSciEd Pilot Workshop to be held August 27th through August 29, 2019 at the extracurricular rate of \$41.79/hour (not to exceed hours noted below) for the 2019-2020 school year:

<u>Name</u>	<u>Hours</u>	<u>Total Cost</u>
Laura Ehlers	24 hours	\$1,002.96
Allison Wiesel	24 hours	\$1,002.96

- 10.12 Recommend that the Board of Education approve the following personnel to attend the Wilson Level 1 Certification to be held August 20th through August 23, 2019 at the extracurricular rate of \$41.79 per hour (not to exceed hours noted below) for the 2019-2020 school year:

<u>Name</u>	<u>Hours</u>	<u>Total Cost</u>
Cheryl Peterson	32 hours	\$1,337.28
Skye Tiplady	32 hours	\$1,337.28
Jill Gindi	32 hours	\$1,337.28
Mary Ellen Phillips	32 hours	\$1,337.28

- 10.13 Recommend that the Board of Education approve the following personnel to participate on the School Improvement Panel from July 1, 2019 through June 30, 2020 at the extracurricular rate of \$41.79 per hour (not to exceed hours noted below) for the 2019-2020 school year:

<u>Name</u>	<u>Hours</u>	<u>Total Cost</u>
Christina Bonura	15 hours	\$626.85
Tammy Kane	15 hours	\$626.85
Catharine Moore	15 hours	\$626.85
Nina Potter	15 hours	\$626.85

- 10.14 Recommend that the Board of Education approve the following personnel to participate on the Curriculum Team from July 1, 2019 through June 30, 2020 at the extracurricular rate of \$41.79 per hour (not to exceed hours noted below) for 2019-2020 school year:

<u>Name</u>	<u>Hours</u>	<u>Total Cost</u>
Heather Cellary	40 hours	\$1,671.60
James McConville	40 hours	\$1,671.60
Jennifer Metzler	40 hours	\$1,671.60
Skye Tiplady	40 hours	\$1,671.60

- 10.15 Recommend that the Board of Education approve the following personnel to participate in Summer Materials Management from July 1m 2019 through August 31, 2020 at the extracurricular rate of \$41.79 per hour (not to exceed hours noted below) for the 2019-2020 school year:

<u>Name</u>	<u>Hours</u>	<u>Total Cost</u>
Cate Moore	20 hours	\$835.80

- 10.16 Recommend that the Board of Education approve the following Substitute Teachers (as needed) for the five (5) week ESY Programs from July 1, 2019 through August 1, 2019 (Monday through Thursday) from 8:00 a.m. to 1:00 p.m. for the 2019 ESY Program:

<u>Name</u>	<u>Substitute Rate of Pay</u>
Kelly Schlosser	\$45.00
Kristen Tardiff	\$45.00

- 10.17 Recommend that the Board of Education approve the following 504 Team Meeting Representatives (as needed) for the five (5) week ESY Programs July 1, 2019 through August 1, 2019 (Monday through Thursday) from 8:00 a.m. to 1:00 p.m. for the 2019 ESY Program at the extracurricular rate as per contract of \$41.79/hr. (not to exceed 10 hours):

<u>Name</u>	<u>Rate of Pay</u>
Kelly Schlosser	\$41.79
Kristen Tardiff	\$41.79
Alissa Watts	\$41.79

- 10.18 Recommend that the Board of Education approve the following IEP Team Meeting Special Education Teacher Representative (as needed) for the five (5) week ESY Programs July 1, 2019 through August 1, 2019 (Monday through Thursday) from 8:00 a.m. to 1:00 p.m. for the 2019 ESY Program not to exceed 10 hours):

<u>Name</u>	<u>Rate of Pay</u>
Alissa Watts	\$41.79

- 10.19 Recommend that the Board of Education approve the following IEP Team Meeting General Education Teacher Representative (as needed) for the five (5) week ESY Programs July 1, 2019 through August 1, 2019 (Monday through Thursday) from 8:00 a.m. to 1:00 p.m. for the 2019 ESY Program not to exceed 10 hours):

<u>Name</u>	<u>Rate of Pay</u>
Alissa Watts	\$41.79

- *10.20 Recommend that the Board of Education approve the following 2019-2020 contractual extracurricular rate of \$41.79 per hour (not to exceed hours noted below) for participation on the Honors/High Honors Committee from July 1, 2019 through August 30, 2019:

<u>Name</u>	<u>Hours</u>	<u>Total Cost</u>
Samantha Bremekamp	3 Hours	\$125.37
Vinnie Peri	3 Hours	\$125.37
Josh Biringer	3 Hours	\$125.37
Allison Wiesel	3 Hours	\$125.37
Jean Scully	3 Hours	\$125.37
Laura Ehlers	3 Hours	\$125.37
Jim McConville	3 Hours	\$125.37
Heather Cellary	3 Hours	\$125.37
Cindy Newman	3 Hours	\$125.37
Kathleen Fitzpatrick	3 Hours	\$125.37

- *10.21 Recommend the Board of Education approve the following substitute Custodian for the 2019-2020 school year:

Substitute Custodian
George Grillo

- *10.22 Recommend the Board of Education approve Samantha Bremekamp for Summer hours at the rate of \$41.79/hr not to exceed 20 hours for a total cost of \$835.80 for the 2019-2020 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

11.0 Policy ~

- 11.1 Committee Report: The Policy Committee did not meet this month.

12.0 School and Community Relations ~ Mrs. Hepburn-Goldberg

- 12.1 Committee Report

Mrs. Hepburn-Goldberg reported that the Committee met on June 6th, 2019 and discussed the following:

13.0 Old Business ~

14.0 New Business ~

- 14.1 Candidate Interviews for Board Vacancy

The Board of Education conducts interviews of the candidates to fill the vacant seat on the Board.

The other candidates will be asked to leave the meeting until they are called for their interview.

Mrs. Neva Lozada
 Mr. Christopher Jannuzzi

Mrs. Emily Lagrotteria Petrillo
 Mr. Gene Crimoli

15.0 Public Participation ~

16.0 President's Comments ~ Mrs. Hemel

17.0 Closed Executive Session

- 17.1 It was motioned by _____, seconded by _____, to move into Closed Executive Session at _____ p.m. to discuss confidential personnel matters and/or matters of attorney/client privilege and/or matters of litigation and/or negotiations or contractual matters from which the public may be excluded. Minutes of this meeting will be made available to the public when the need for confidentiality no longer exists.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a voice call vote, _____ members voted yes, _____ members were absent.

17.2 It was motioned by _____, seconded by _____, to reconvene into public session at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a voice vote, _____ members voted yes, _____ members were absent.

18.0 Adjournment

18.1 It was motioned by _____, seconded by _____, to adjourn the meeting at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a voice vote, _____ members voted yes, _____ members were absent.