



**MIDDLESEX COUNTY MAGNET SCHOOLS**  
**(Formerly Middlesex County Vocational & Technical Schools)**  
**BOARD OF EDUCATION**

**Business/Public Meeting Agenda | December 14, 2022 | 7:00 p.m.**

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**Mr. Jones, Board President called the meeting to order at 7:09 pm.**

**Mr. Knehr, called the roll:**

**Present:** Mr. Jones, Ms. Czarneski and Mr. Anderson who participated telephonically

**Absent:** Mr. Tartara and Mrs. Eastman

**Also Present:** Mr. Diaz, Superintendent, Mr. Knehr, Board Secretary/Business Administrator, Mr. Bicsko, Assistant Superintendent, Mr. Johnson, Director of Personnel, and Ms. Dettmer, Board Attorney,

**Mr. Jones read the following Public Notice:**

**Reading of Public Notice**

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the Open Public Meetings Law, the public notice of this meeting which included the time, date and location, was dispensed in the following manner:

- Posted on the bulletin board reserved for announcements in the Board Office, 112 Rues Lane, East Brunswick, NJ.
- Advertised in the Home News Tribune and the Courier News on November 14, 2022.
- Posted on the Middlesex County Magnet Schools website ([www.mcmsnj.net](http://www.mcmsnj.net)) on November 2, 2022.
- Mailed to the five (5) duly appointed Board Members.

**Correspondence:**

None

**Presentations:**

- [Safe Reopening Plan Update](#)

**MINUTES**

**1. ACCEPTANCE OF MINUTES**

November 1, 2022

Organizational Meeting ([Minutes 11.1.2022](#))

November 1, 2022

Business-Public Meeting ([Minutes 11.1.2022](#))

**EDUCATION & CURRICULUM ITEMS**

**APPROVE/STUDENT INTERNSHIPS - 2022-2023 SCHOOL YEAR**

That the Board of Education approves the student internships listed below for undergraduate students during the 2022-2023 school year. The students will be required to complete a criminal history background check prior to starting, as recommended by the Superintendent.

Name	Period	Supervisor
Madison Scheideler (Rutgers University)	January 19, 2023 through April 27, 2023 (2 days per week)	Cleo Mack East Brunswick Campus
Jenna Hall (Monmouth University)	January 17, 2023 through April 24, 2023 (300 hours)	Morgan Lalevee East Brunswick Campus

## 2. **APPROVE/MCMS STAFF INTERNSHIPS**

That the Board of Education approves the internships listed below for MCMS staff during the 2022-2023 school year, as recommended by the Superintendent.

Name	Period	Supervisor
Christie Alston Teacher of Biology (St. Joseph's College)	January 1, 2023 - June 30, 2023 (before/after instructional hours)	Kelly Nakielny East Brunswick Campus
Bari Herman, School Nurse (Internship in Health Teaching) (Rowan University)	January 17, 2023 - April 27, 2023 (During lunch periods, personal days, or unpaid days)	James McCloskey East Brunswick Campus

## 3. **APPROVE/MEMORANDUM OF UNDERSTANDING**

That the Board of Education approves a [Memorandum of Understanding](#) memorializing the terms and provisions for the development and implementation of the Cancer Center Educational Initiative between Robert Wood Johnson University Hospital, Middlesex County Magnet Schools, Middlesex College, and County of Middlesex.

## **POLICY ITEMS**

## 4. **APPROVE 1ST READING/REVISION OF POLICY & REGULATIONS**

That the Board of Education approves the revision of Policy & Regulation, as recommended by the Superintendent of Schools.

[P. 8561 Procurement Procedures for School Nutrition Programs](#)

## **PERSONNEL ITEMS**

## 5. **APPROVE/PERSONNEL ITEMS**

That the Board of Education approves the following personnel actions, as recommended by the Superintendent of Schools.

<b>A. Resignations and Retirements</b>							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Francis Cap	Retirement	Director of Facilities	CO	N/A	N/A	5/1/23	N/A
Melissa Gomez	Resignation	Teacher of Science TOSD	PI	N/A	N/A	1/22/23	N/A
David McNamara	Resignation	Teacher of English	PI	N/A	N/A	1/3/23	N/A
Ashley Weber	Resignation	Teacher of TOSD English	PI	N/A	N/A	1/16/23	N/A

<b>B. Leaves of Absence</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
ID #5086	Administrative Leave	N/A	N/A	N/A	N/A	12/1/22	12/1/22
Katherine Dennison	Sick Days FMLA FMLA	Supervisor of Instruction	CO	N/A	N/A	2/6/23 2/16/23 4/11/23	2/15/23 4/6/23 5/17/23
Karmela Hadjioannou	Sick Days Unpaid Maternity Leave Unpaid Maternity Leave FMLA NJFLA (Baby Bonding)	Administrative Assistant to CTE	CO	N/A	N/A	3/13/23 3/24/23 4/17/23 4/25/23 9/18/23	3/23/23 4/6/23 4/24/23 7/17/23 12/8/23
Michelle Jarosiewicz	Maternity Leave FMLA NJFLA (Baby Bonding)	Teacher of Mathematics	PI	N/A	N/A	3/7/23 5/10/23 9/1/23	5/9/23 6/22/23 1/1/24
Christian Rios	FMLA (Retroactive)	Teacher of Baking	PI	N/A	N/A	11/28/22	12/16/22

<b>C. Appointments/New Hires</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
Holly Cannon	New Hire	School Nurse	EB/PI	\$69,407	B-3-10	1/3/23	6/30/23
Geraldine Cuesta Aviles	Substitute	Substitute	N/A	\$150/day	N/A	12/15/22	N/A
Charles Eberle	Substitute	Substitute	N/A	\$150/day	N/A	12/15/22	N/A
Thomas Johanessom	New Hire	Teacher of English	PI	\$62,507	B-3-7	2/6/23	6/30/23
Nadia Montgomery	New Hire	Administrative Assistant to Principal	WA	\$46,424	C-9	11/17/22	6/30/23

<b>D. Transfers/Salary Changes</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
N/A							

<b>E. Extracurricular / Extra Pay - Athletic</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
Jordan Manley	Sports - Basketball	Assistant Basketball Coach	PA	\$3,774	N/A	12/15/22	6/30/23
Lena Bilotti	Sports - Basketball	Site Supervisor/Clock Operator	PI	*	N/A	12/15/22	6/30/23
Glen Foli	Sports - Basketball	Site Supervisor/Clock Operator	PI	*	N/A	12/15/22	6/30/23
Eugene Leahy	Sports - Basketball	Site Supervisor/Clock Operator	PI	*	N/A	12/15/22	6/30/23
Michael McKinney	Sports - Basketball	Site Supervisor/Clock Operator	PI	*	N/A	12/15/22	6/30/23

Varsity	Cross Country	Officials	ALL	\$80	N/A	12/15/22	6/30/25
Starter	Cross Country	Officials	ALL	\$5	N/A	12/15/22	6/30/25
Varsity	Soccer	Officials	ALL	\$100	N/A	12/15/22	6/30/25
Junior Varsity	Soccer	Officials	ALL	\$66	N/A	12/15/22	6/30/25
3 Officials (Middle Referee)	Soccer	Officials	ALL	\$10 more	N/A	12/15/22	6/30/25
Varsity	Basketball	Officials	ALL	\$100	N/A	12/15/22	6/30/25
Junior Varsity	Basketball	Officials	ALL	\$66	N/A	12/15/22	6/30/25
Varsity	Baseball	Officials	ALL	\$105	N/A	12/15/22	6/30/25
Junior Varsity	Baseball	Officials	ALL	\$68	N/A	12/15/22	6/30/25
Varsity	Softball	Officials	ALL	\$95	N/A	12/15/22	6/30/25
Junior Varsity	Softball	Officials	ALL	\$66	N/A	12/15/22	6/30/25

\*Site Supervisor Salary - \$85 for two games and \$60 for one game / Clock Operator Salary - \$35 per game

<b>F. Extracurricular / Extra Pay - Non-Athletic</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
Gina Chiarello	Paid Assignment Resignation	Organized Sports Advisor (shared)	EB	N/A	N/A	12/15/22	N/A
Mark Mastrolia	Paid Assignment	Organized Sports Advisor (shared)	EB	\$706.50	N/A	12/15/22	6/30/23
Dulce Wechsler	Paid Assignment	Student Alliance Advisor	WA	\$1,413	N/A	12/15/22	6/30/23

<b>G. TITLE I/ESSER Funds</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
Kathleen McNulty	Beyond School Day Enrichment	Teacher of Physical Education	EA	\$41/hr.	N/A	12/15/22	6/30/23

<b>H. ADULT EVENING SCHOOL</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Loc</b>	<b>Salary</b>	<b>Step</b>	<b>Effective Date</b>	<b>Term Date</b>
Lisa DiLeo	Full-time Employment	Instructor: Adult Basic Education - HiSET Prep, Independent Study	*	\$63,629	N/A	1/1/2023	12/31/23

\*Middlesex County Department of Adult Corrections - Inmate Education Program

## 6. **APPROVE/CULINARY ARTS TECHNICIANS/2022-2023 SCHOOL YEAR**

That the Board of Education approves the attached list of Culinary Arts Technicians from the Piscataway Campus for the 2022-2023 school year, as recommended by the Superintendent. ([Attachment](#))

**7. APPROVE/JOB DESCRIPTION**

That the Board of Education approves the following job description, as recommended by the Superintendent:

**Communications Manager**

**BUSINESS AND FINANCE ITEMS & REPORT**

**8. BUDGETARY TRANSFERS ([Attachment A](#))**

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached transfers in the 2022-23 budget.

**9. ACCEPT THE SECRETARY AND TREASURER REPORT ([Attachment B](#))**

BE IT RESOLVED that the Middlesex County Magnet Schools Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, does hereby certify that as of the date of the reports, October 31, 2022 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-1.10 (a); the monthly financial reports of the Secretary and the Treasurer; and further recommends, in compliance with N.J.A.C. 6A:23A-16.10 (c) 4, that the Board of Education certifies that no major account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b), and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the year.

**10. BILLS AND PAYROLL ([Attachment C](#))**

The Middlesex County Magnet Schools Board of Education approves the bills that are presented for payment in the amount of \$4,060,088.60, the November 15, 2022 payroll presented for payment in the amount of \$1,292,077.87 and the November 30, 2022 payroll presented for payment in the amount of \$1,324,227.29.

**11. FIELD TRIP REQUESTS ([Attachment D on file in the BOE Office](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached additional field trip requests for the 2022-2023 school year as recommended by the Superintendent.

**12. FIELD TRIP AMENDMENTS – HIGH SCHOOL 2022-2023 SCHOOL YEAR ([Attachment E on file in the BOE Office](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached field trip amendments.

**13. EVENING SCHOOL FIELD TRIPS 2022-2023 SCHOOL YEAR ([Attachment F on file in the BOE Office](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached list of evening school field trips not requiring transportation for the 2022-2023 school year.

**14. APPROVE PROFESSIONAL DEVELOPMENT, TRAVEL, AND REIMBURSEMENT**

The Middlesex County Magnet Schools Board of Education approves the following professional development, travel, and related expenses particular to attendance at listed functions for mileage, registration fees, and other travel expenses according to the cost schedule. Reimbursement is subject to contractual provisions or is in accordance with the travel guidelines for school districts (18A:11-12 and 6A:23A-7) and state travel guidelines established by the Department of Treasury in NJOMB circular letter.

Staff/Board Member	Date	Workshop / Conference	Reg. Fee	Estimated Expenses						
				Mileage / Transport	Parking / Tolls	Lodging	Lodging Tax	Airfare / Train	Per Deim	Other
Jorge Diaz	1/24/23	Techspo workshop	\$645.00	\$110.00	\$244.00	\$825.00	\$123.33	\$0.00	\$276.50	\$0.00
Eugene Catanzaro	3/26/23	NAFEPA Conference	\$515.00	\$82.72	\$20.00	\$249.98	\$40.43	\$0.00	\$147.50	\$0.00
Rachel Henderson	3/17/23	Critical Thinking workshop	\$234.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**15. DONATION - MICHAEL DOOLEY AND DAYTON TOYOTA**

WHEREAS, Michael Dooley and Dayton Toyota wishes to donate three Toyota Tundra 5.7 liter V8 Engines and Engine Stands to the Automotive Tech program.

RESOLVED that the Middlesex County Magnet Schools Board of Education accept the donation as listed.

**16. SALE OF SURPLUS PROPERTY ([Attachment G](#))**

WHEREAS, the Middlesex County Magnet Schools Board of Education has identified certain surplus property in the attached list which is no longer needed for public use; and

WHEREAS, it is the Boards intention to sell the surplus property through an online auction as authorized by P.L. 2001, C30 and outlined in Local Finance Notice 2019-15 and will be conducted through Municibid.com pursuant to State Contract 19-GNSV1-00696 in accordance with the terms of that contract.

BE IT THEREFORE RESOLVED, that the Board of Education approve the sale of the identified surplus property held as an online auction through Municibid.com under State Contract 19-GNSV1-00696; and

BE IT FURTHER RESOLVED, that any identified surplus property 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 property; and

BE IT FURTHER RESOLVED, that the Board reserves the right to accept or reject any bid submitted.

**17. AMENDED APPOINTMENT OF PERSONNEL TO FEDERAL ENTITLEMENT PROGRAMS - ([Attachment H](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the amended appointment of the attached personnel to the District's Federal Entitlement Programs for the 2022-23 school year.

**18. PURCHASE OF ELECTRICAL EQUIPMENT**

Sealed proposals were received November 22, 2022 in response to newspaper advertising in the "Home News Tribune" and the "Courier News" for electrical equipment, as follows:

<u>Item</u>	<u>Hampden Engineering</u>
Single Phase Transformer Trainer	\$23,152.00

Three (3) bids were mailed.

RESOLVED that the Middlesex County Magnet Schools Board of Education purchase electrical equipment from Hampden Engineering for \$23,152.00 on the basis of lowest responsible bid funded through the Carl D. Perkins Post-Secondary Grant.

**19. PURCHASE OF AUTOMOTIVE EQUIPMENT ([Attachment I](#))**

Sealed proposals were received November 22, 2022 in response to newspaper advertising in the "Home News Tribune" and the "Courier News" for automotive equipment, as attached:

RESOLVED that the Middlesex County Magnet Schools Board of Education purchase automotive equipment from Eppy's Tool and Equipment for \$9,166.80 on the basis of lowest responsible bid funded through the Carl D. Perkins Secondary Grant.

**20. PURCHASE OF TECHNOLOGY SUPPLIES – CDW-G ([Attachment J](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to CDW-G for \$32,274.56 on the basis of the appropriate State Contract/Cooperative Purchasing Agreement, as indicated in the attachment.

**21. PURCHASE OF FURNITURE – GLOBAL % ALLIED EQUIPMENT ([Attachment K](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached furniture to Global % Allied Equipment for \$7,593.30 under the ESCNJ Cooperative Purchasing Agreement 22/23-08 partially funded through the Carl D. Perkins Post-Secondary.

**22. PURCHASE OF CHEMISTRY LAB FURNITURE – LONGO**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of chemistry lab furniture to Longo for \$476,098.36 under the ESCNJ Cooperative Purchasing Agreement 22/23-08 as listed below:

<u>Location</u>	<u>Description</u>	<u>Amount</u>
Piscataway	Furnish and install sheldon laboratory furniture for rooms C162, C172, and prep lab including base/wall/tall cabinets, teacher demo desk, lab benches, sink assemblies, and resin countertops.	\$476,098.36

**23. PURCHASE OF VOCATIONAL ELECTRICAL PROGRAM SUPPLIES – GRAINGER**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of vocational electrical program supplies to Grainger for \$7,826.87 on the basis of New Jersey State Contract #19-FLEET-00566.

**24. NETWORK WIRING PURCHASE – MILLENNIUM COMMUNICATIONS GROUP, INC.**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of Network wiring to Millennium Communications Group, Inc. for \$12,903.84 on the basis of New Jersey State Contract #A88740 as follows:

<u>Location</u>	<u>Description</u>	<u>Amount</u>
District	Provide and install 20 Cat6 Data Drops	\$ 8,500.00
East Brunswick	Rewire data closet in Auditorium	<u>\$ 4,403.84</u>
Total:		\$12,903.84

**25. CAPITAL PROJECT AWARD - PARTIAL ROOF REPLACEMENT - EAST BRUNSWICK/PISCATAWAY CAMPUS ([Attachment L](#))**

WHEREAS, sealed bids were received on December 1, 2022 in response to newspaper advertising in the "Home News Tribune" and "The Courier News" for partial roof replacement at the East Brunswick/Piscataway campus as detailed in the attached bid tabulation.

BE IT THEREFORE RESOLVED, that the Middlesex County Magnet Schools Board of Education award partial roof replacement base bid C and Alt B1 at the East Brunswick/Piscataway campus to the VMG Group for a total of \$1,499,000 on the basis of lowest responsible bidder.

**26. CHANGE ORDERS - CAPITAL PROJECTS ([Attachment M](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached list of Change Orders for various Capital Projects previously awarded and currently under construction.

**27. BUDGET MODIFICATION - ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) - ([Attachment N](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve a budget modification for the 2022-23 Elementary and Secondary Education Act to reallocate funds as outlined in the attached Budget Summary.

BE IT FURTHER RESOLVED that the modification does not increase or decrease the total 2022-23 grant award received from the State of New Jersey. It represents a reallocation of current funds and an allocation of previously awarded (carryover) funds left over from the 2021-22 program to the GAAP Budget accounts in the originally approved spending plan submitted to the New Jersey Department of Education.

**28. APPLICATION FOR FUNDS – NEW JERSEY STATE DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT – PRE-APPRENTICESHIP IN CAREER EDUCATION (PACE) PROGRAM**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve application for funds from the New Jersey State Department of Labor and Workforce Development, as follows:

<u>Project Title</u>	<u>Amount</u>
Pre-Apprenticeship in Career Education (PACE) Program	\$150,000
Start: March 1, 2023	
End: September 15, 2024	
Project Manager: Adam Recktenwald	

**29. APPLICATION FOR FUNDS – MIDDLESEX COUNTY DEPARTMENT OF ADULT CORRECTIONS – INMATE EDUCATION PROGRAM 2022**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve application for funds from the Middlesex County Department of Adult Corrections, as follows:

<u>Project Title</u>	<u>Amount</u>
Inmate Education Program	\$90,486
From: January 1, 2023	
To: December 31, 2023	
Project Manager: Dawn Lystad	

**30. APPLICATION/ACCEPTANCE OF FUNDS – MIDDLESEX COUNTY DEPARTMENT OF HUMAN SERVICES SUBSTANCE ABUSE EDUCATION PROGRAM FY23**

RESOLVED that the Middlesex County Magnet Schools Board of Education approve application/acceptance of funds from the Middlesex County Department of Human Services, as follows:

<u>Project Title</u>	<u>Amount</u>
Substance Abuse Education	\$65,000
From: January 1, 2023	
To: December 31, 2023	
Project Manager: Renee Davis	



**OTHER MOTIONS****31. FIRE DRILLS/SECURITY DRILLS/BUS EVACUATION DRILLS**

That the Board of Education accepts the following fire/security/bus evacuation drills, as recommended by the Superintendent. ([Attachment](#))

**32. ACCEPT HARASSMENT, INTIMIDATION & BULLYING (HIB) INCIDENT REPORT & AFFIRM PREVIOUSLY REPORTED CASES**

That the Board of Education accepts the HIB Incident Report and affirms the HIB cases previously reported to the Board of Education. ([Attachment](#))

**BUILDINGS & GROUNDS REPORT (Fran Cap)**

[Attached Report](#)

Mr. Fran Cap presented his report on the status of capital projects and facility issues throughout the District (as attached). Mr. Adam Finkle was in attendance representing the SSP Architectural Group.

**PUBLIC COMMENT ON ANY MOTIONS OR OTHER ITEMS**

Mr. Cap as a resident of Middlesex County wished everyone a happy holiday.

**APPROVE ALL ITEMS ON THE CONSENT AGENDA**

A motion was made by Mr. Anderson and seconded by Ms. Czarneski that the Middlesex County Magnet Schools Board of Education approves all items on the consent agenda of the regular public meeting of December 14, 2022, as recommended by the Superintendent of Schools.

**On a Roll Call Vote:**

On a roll call vote, Mr. Jones, Ms. Czarneski, and Mr. Anderson voted "aye," and the motion carried.

**Adjourn to Executive Session**

On a motion by Mr. Anderson and seconded by Ms. Czarneski, the board adjourned into Closed Session at 7:32 p.m.

- Mr. Jones read the closed session notice:

**BE IT RESOLVED**, pursuant to the Sunshine Act, N.J.S.A. 10:4-12 and 13, the Middlesex County Magnet Schools Board of Education will now meet in closed session to discuss student disciplinary matters and potential litigation.

The aforesaid subjects are within the exemptions permitted to be discussed in closed session in accordance with N.J.S.A. 10:4-13. Information regarding the Board's closed session discussion will be disclosed to the public as soon as the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session in approximately 30 minutes.

**On a Roll Call Vote:**

On a roll call vote, Mr. Jones, Ms. Czarneski, and Mr. Anderson voted "aye," and the motion carried unanimously.

**Re-Convene to Public Session**

- On a motion by Ms. Czarneski and seconded by Mr. Anderson, the Board reconvened into the public portion of the meeting at 7:56 p.m.

**On a Roll Call Vote:**

On a roll call vote, Mr. Jones, Ms. Czarneski, and Mr. Anderson voted "aye," and the motion carried unanimously.

**Other Matters**

The Board thanked everyone for their hard work.

**ADJOURNMENT**

A motion by Mr. Anderson and seconded by Ms. Czarneski that there being no further business the meeting be adjourned at 8:00 pm.

Respectfully submitted,

*Karl J. Knehr*

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Karl J. Knehr  
Board Secretary