

**Regular Meeting
Stafford Board of Education
Stafford Elementary School
January 30, 2017, 6:30 p.m.**

Board Members Present: Mr. Scott Gallison
Mr. Peter Kovaleski
Mrs. Andrea Locke
Mr. Jeff Roberts
Mrs. Tracy Rummel, Secretary
Ms. Sonya Shegogue, Chairperson
Mrs. Kathy Walsh, left the meeting at 8:08 p.m.

Also Present: Dr. Patricia A. Collin, Superintendent of Schools
Mr. Michael Bednarz, Director of Curriculum and Instruction
Mr. Isaac Combs, Student Representative
Mr. Devin Cowperthwaite, Supervisor of Building Services
Mr. Dominic DePellegrini, Computer Technician
Ms. Peggy Falchetta, Principal, Staffordville School
Mr. Damian Frassinelli, Director of Athletics and Recreation
Mr. Dean Fortin, IT / Network Coordinator
Miss Autumn Gagnon, Alternate Student Representative
Ms. Christine Griswold, Assistant Principal, Stafford High School
Ms. Jennifer Hoffman, Principal, Stafford Middle School
Mr. Steve Montgomery, Assistant Principal, Stafford Elementary School
Ms. Melissa Morgan-Hostetler, Assistant Principal, Stafford Middle School
Mr. Marco Pelliccia, Principal, Stafford High School
Ms. Jolene Piscetello, Principal, Stafford Elementary School
Ms. Amy Stevenson, Director of Pupil Services
Mrs. Debbie Szymanski, Business Manager

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 6:35 p.m.

Item II. Pledge of Allegiance

The student representatives led the Board in the Pledge of Allegiance.

Item III. Secretary's Report- Approval of Minutes

Regular Meeting, 1/9/17
Special Meeting, 1/18/17

A consensus of the Board approved the Secretary's Report for the regular meeting held on 1/9/17, and the special meeting held on 1/18/17, as presented.

Item IV. Treasurer's Report

Bills, 1/12/17- \$24,051.48
Grants, 1/12/17- \$6,566.02
Bills, 1/18/17- \$31,756.98
Grants, 1/18/17- \$346.96

A consensus of the Board approved the Bills and Grants, as presented.

Item V. Correspondence

A. Board Meeting Reminder

Ms. Shegogue read the Board meeting reminder that was posted on the agenda.

Mr. Gallison made a motion, seconded by Mr. Kovaleski, that the Board move "Public Forum" up to the next item on the agenda. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried.

Item VIII. Public Forum

Nine (9) parents and fourteen (14) students spoke in support of keeping the high school graduation caps and gowns the traditional blue and white. Mr. Pelliccia and Dr. Collin also addressed the audience.

Members of the audience requested that this item be placed on a Board of Education meeting agenda. Ms. Shegogue stated that it would be added to the agenda for the next regularly-scheduled meeting, which is on Monday, February 6, 2017, at 6:30 p.m., at Stafford Elementary School.

No other topics were discussed.

Item VI. Board Reports

A. Report from Student Representative

Miss Gagnon, Alternate Student Representative, reported on sports and drama events at Stafford Middle School. She also updated the Board about the events at Stafford Elementary School, including the School Climate Committee meeting. Mr. Combs, Student Representative, distributed a flyer with photos of recent music and drama department events. He updated the Board about upcoming music and drama events, as well as upcoming events to be held at Staffordville School.

B. Budget Committee

The Budget Committee members are Ms. Shegogue, Mr. Gallison and Mr. Kovaleski (Mrs. Locke, alternate). There was no update from this committee.

C. Curriculum Committee

The Curriculum Committee members are Ms. Shegogue, Mrs. Locke and Mrs. Walsh (Mrs. Rummel, alternate). Ms. Shegogue stated that the committee met prior to the regular meeting. She said that Mr. Bednarz updated the committee on texts that would be presented for approval at the next Board meeting. She said that the committee also reviewed the draft 17-18 school calendar, and the shortened day schedule that was proposed for several professional development days.

D. Policy Committee

The Policy Committee members are Mrs. Rummel, Mr. Kovaleski and Mrs. Walsh. Mrs. Rummel said that Mrs. Walsh had an update prepared, but had to leave the meeting unexpectedly. Mrs. Rummel said that the committee met on January 27, 2017, and that the policies discussed would be presented for Board approval later on the agenda.

E. Negotiation Committee

The Negotiation Committee members are Mrs. Locke, Ms. Shegogue and Mr. Roberts. There was no update from this committee.

The Board took a brief recess at 7:45 p.m. The meeting reconvened at 7:50 p.m.

Item VII. Superintendent's Reports

A. Presentation of the Proposed 2017 – 2018 Budget for the Stafford Public School District

Dr. Collin reviewed with the Board the contents of the budget binders with which they were provided.

Dr. Collin presented the proposed 2017-2018 budget for the Stafford Public School District, which totals \$28,432,204.51, and represents an increase of \$1,118,780.43 or 3.87%. She noted that while the proposed increase is 3.87%, the district's 2016-2017 budget reflects a -0.36% increase as compared to the previous year's budget.

Dr. Collin stated that since the approval of the current budget at the May 2016 referendum, administration made a number of staffing adjustments in order to address student and district need. These adjustments resulted in a total increase of 7.23 FTEs (309.00 to 316.23) as of January 9, 2017, and represent a net cost of \$51,162.00.

Dr. Collin asked that Board members forward questions to her via email so that she and her staff can work on the responses, which will be provided at the next meeting.

Ms. Shegogue reopened public forum to allow comments on the budget presentation.

A member of the audience asked about the proposal for the School Resource Officer and whether this would be an armed officer in uniform, or a plain clothes officer. She said that she feels that each option has an impact on the school's climate. Dr. Collin said that administration has not yet decided.

A member of the audience asked about the cost for the middle school gym floor. Mr. Cowperthwaite said that portions of the floor would be replaced and then the entire floor would be refinished rather than replacing the entire floor.

A member of the audience asked for clarification regarding the non-affiliated positions that would be eliminated.

B. Cafeteria Profit and Loss through December 2016

Dr. Collin presented the Cafeteria Profit and Loss report for July 1, 2016, through December 31, 2016, as prepared by Mrs. Deborah Szymanski, Interim Business Manager. She noted that the Food Services

program had a loss of \$11,166.68 for the month of December, which is a typical pattern as evidenced by a loss of \$14,506 in December of 2015. There were three payrolls in December and added labor for the Madrigal Feaste for which staff members are paid time-and-one-half in accordance with the CSEA contract. She said that the department also experienced an increase in health benefits with the appointment of a new staff member and absorbed the cost of some equipment repairs.

The Board members were provided with Mrs. Szymanski's memo via the portal, which provided the number of serving days and meals and included information relative to federal aid payments, etc.

Dr. Collin added that a Board member had inquired earlier about the cost of the Madrigal Feaste. Dr. Collin verified that the food service program does not incur any cost for that event.

There were no questions or comments.

Item IX. Old Business

A. Review and Possible Approval of Revisions to Current Board Bylaws- 9325 Meeting Conduct, 9325.1 Quorum, 9325.2 Order of Business, and 9325.3 Parliamentary Procedures and Policy 5110 K-12 Student Attendance: Attendance, Unexcused Absences & Truancy

The following policies were presented to the Board on Monday, January 9, 2017, for a first reading:

- **Bylaw 9325: Meeting Conduct**
- **Bylaw 9325.1: Quorum** (No revisions are recommended at this time.)
- **Bylaw 9325.2: Order of Business**
- **Bylaw 9325.3: Parliamentary Procedures** (No revisions are recommended at this time.)
- **Policy 5110: K-12 Student Attendance – Attendance, Unexcused Absences & Truancy**

Dr. Collin said that the justification for a revision to Meeting Conduct and Order of Business Bylaws is to simplify the procedures and avoid any attempt to regulate the content of speech, in accordance with potential First Amendment issues. The district has also been advised to consider the concept of "public comment" rather than "public forum" as the latter, under the First Amendment jurisprudence, refers to expressive activities. She said that the Attendance policy revisions reflect the new truancy laws, and separates the general policy portion from the administrative regulations. No revisions are warranted at this time for the Quorum and Parliamentary Procedures Bylaws.

Mrs. Rummel made a motion, seconded by Mrs. Locke, that the Board of Education approve the revisions to **Bylaw 9325: Meeting Conduct; Bylaw 9325.2: Order of Business, and Policy 5110: K-12 Student Attendance – Attendance, Unexcused Absences & Truancy**, as presented. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

B. Review and Possible Approval of Replacement Policies 3280 Gifts, Grants & Bequests, 4112.5/4212.5 Employment Checks (formerly Security Check / Fingerprinting and Reference Checks) and Bylaw 9311 Formulation, Adoption & Amendment of Policies

The following policies were presented to the Board on Monday, January 9, 2017, for a first reading:

- **Policy 3280 Gifts, Grants & Bequests**
- **Policy 4112.5/4212.5 Employment Checks (Formerly Security Check/Fingerprinting and Reference Checks Policies)**

- **Bylaw 9311 Formulation, Adoption & Amendment of Policies**

Dr. Collin said that in response to input from Board of Education members, the district recommends adoption of Shipman & Goodwin's model policy and corresponding administrative regulation to guide the acceptance of gifts and donations. This policy is intended to replace the district's current policy 3280 Gifts, Grants & Bequests.

Dr. Collin said that although the Board revised its policy in June, 2015, with the recent major overhaul of the background check requirements as a result of new legislation, it was also recommended that the Board adopt the model employment checks policy. It includes updates to the criminal history check (which includes new clarifications for applicants' right to challenge criminal history check records) and the new employment history checks required by Public Act 16-67, in addition to other clarifications. With the adoption of this policy, the Board will have the opportunity to repeal Policies 4112.5 Security Check/Fingerprinting and 4112.51 Reference Checks, the latter of which is embedded in the suggested model policy.

And, lastly, since the revision of Bylaw 9311 Formulation, Adoption, & Amendment of Policies in June 2009, the Board formed committees, one of which was the Board Policy Committee. The purpose of this committee is to review, revise and recommend adoption of policies to the full Board of Education. Because the Board Committee meetings are held in public session, the adoption of the attached replacement policy will allow for policy *development by the Board of Education or its Policy Committee*. The policy further specifies, *Except for emergency situations, policies will be adopted, amended, or deleted after consideration by, and the recommendation of, the Board of Education Policy Committee and then after subsequent consideration by the Board of Education at a regular meeting of the Board.*

Mrs. Locke made a motion, seconded by Mr. Kovaleski, that the Board of Education approve replacement **Policy 3280 Gifts, Grants & Bequests, Policy 4112.5/4212.5 Employment Checks (Formerly Security Check/Fingerprinting and Reference Checks Policies), and Bylaw 9311 Formulation, Adoption & Amendment of Policies**, as presented. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

C. **Review and Possible Approval to Repeal Existing Board Policy 3280 Gifts, Grants & Bequests, 4112.5/4212.5 Security Checks / Fingerprinting, 4112.51/4212.51 Reference Checks and Bylaw 9311 Formulation, Adoption & Amendment of Policies**

The following policies were presented to the Board on Monday, January 9, 2017, for consideration for repeal:

- **Policy 3280 Gifts, Grants & Bequests**
- **Policy 4112.5/4212.5 Security Check/Fingerprinting**
- **Policy 4112.51/4212.51 Reference Checks**
- **Bylaw 9311 Formulation, Adoption & Amendment of Policies**

Dr. Collin stated that the justification for the repeal of these three policies was provided earlier on the agenda.

Mrs. Rummel made a motion, seconded by Mrs. Locke, that the Board of Education repeal **Policy 3280 Gifts, Grants & Bequests, Policy 4112.5/4212.5 Security Check/Fingerprinting, Policy 4112.51/4212.51 Reference Checks, and Bylaw 9311 Formulation, Adoption & Amendment of**

Policies, as presented. Mr. Gallison, Mr. Kovalski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

Item X. New Business

A. Approval of Authorized Signers for Stafford Savings Bank Accounts

Dr. Collin provided via the portal a copy of the Corporate Resolution for Account form designating Stafford Savings Bank as a depository for the Stafford Board of Education. The form requires that the Board of Education (“Board of Directors”) authorize officers and agents of the school district to deposit funds in the Bank. Such authorization from the Board of Education allows school officials to conduct other types of transactions as stipulated in the resolution, such as signing checks.

Mr. Roberts made a motion, seconded by Mrs. Rummel, that the Board of Education authorize the following employees as designated signers for each of the accounts enumerated below:

Account Name	Authorized Signers
Stafford Public Schools Stafford Middle School Activity Account	Patricia A. Collin, Superintendent; Deborah Szymanski, Business Manager; Jennifer Hoffman, Principal; and Melissa Morgan-Hostetler, Assistant Principal
Stafford Public Schools Stafford High School, and Stafford Public Schools Laura DeCarli Achievement Award	Patricia A. Collin, Superintendent; Deborah Szymanski, Business Manager; Marco Pelliccia, Principal; and Christine Griswold, Assistant Principal
Stafford Public Schools Board of Education Building Maintenance	Patricia A. Collin, Superintendent; Deborah Szymanski, Business Manager; and Devin Cowperthwaite, Supervisor of Building Services
Stafford Public Schools West Stafford School Activity Fund	Patricia A. Collin, Superintendent; Deborah Szymanski, Business Manager; and Anna Gagnon, Principal
Stafford Public Schools Stafford Elementary School Activity Fund	Patricia A. Collin, Superintendent; Deborah Szymanski, Business Manager; Jolene Piscetello, Principal; and Steve Montgomery, Assistant Principal
Stafford Public Schools Staffordville School	Patricia A. Collin, Superintendent; Deborah Szymanski, Business Manager; and Peggy Falcetta, Principal

Mr. Gallison, Mr. Kovalski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

Mr. Roberts made a motion, seconded by Mrs. Rummel, that the Board of Education authorize Mrs. Tracy Rummel, Secretary, to certify that this action has been taken at its meeting on January 30, 2017. Mr. Gallison, Mr. Kovalski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

B. Review and Possible Approval of Revisions to Current Board Policy 4112.5/4212.5 Employment Checks, Policy 4118.51 Social Media, Policy 5131.81 Use of Laser Pointers. And Policy 5141.21 Administration of Student Medication

Dr. Collin stated that on January 13, 2017, the policies enumerated below were initially discussed and reviewed by the Administrative Policy Committee (APC), which is comprised of the following staff: Mr. Michael Bednarz, Director of Curriculum & Instruction; Mr. Marco Pelliccia, Principal, Stafford High School; Mrs. Jennifer Hoffman, Principal, Stafford Middle School; Mrs. Peggy Falcetta, Principal, Staffordville School; Mrs. Amy Stevenson, Director of Pupil Services and Dr. Collin. Subsequently, on January 27, 2017, the same policies were also reviewed by the Board Policy Committee (BPC), comprised of Mrs. Kathy Walsh (Chairperson), Mr. Peter Kovaleski, and Mrs. Tracy Rummel.

The following policies were provided via the portal for the Board's review:

- **Policy 4112.5/4212.5** Employment Checks (Slight revision to DCF section)
- **Policy 4118.51** Social Media
- **Policy 5131.81** User of Laser Pointers
- **Policy 5141.21** Administration of Student Medication

Dr. Collin said that the justification for a revision to Employment Checks is to include the process for an applicant/employee to challenge or correct his/her DCF Registry record status. The Social Media policy required updates and now addresses the use of crowd funding platforms, and the Use of Laser Pointers policy simply reflects an update to the legal references. Finally, the update of regulations requires that the Board revise its Administration of Student Medication policy and regulations. In addition, this policy now includes language regarding Naloxone, which, known as Narcan, is a medication used to block the effects of opioids, particularly in situations of an overdose.

Dr. Collin stated that the Board Policy Committee had a question regarding the use of the Narcan. She said that she followed up with the head nurse and that the drug would primarily be available at Stafford High School and Stafford Middle School. The head nurse said that although the policies pertain to students, since they are trained in the use of Narcan, they would most likely administer it if an adult required it. Mrs. Rummel asked if there would be any liability to the action. Lt. Duncan, who was in the audience, stated that Narcan can't hurt a person, it can only help them.

With the approval of Bylaw 9311 Formulation, Adoption & Amendment of Policies earlier this evening, this presentation serves as the second reading since consideration by the Board Policy Committee may serve as the first.

Mrs. Rummel made a motion, seconded by Mr. Kovaleski, that the Board of Education approve the revisions to **Policy 4112.5/4212.5** Employment Checks, **Policy 4118.51** Social Media, **Policy 5131.81** User of Laser Pointers, and **Policy 5141.21** Administration of Student Medication, as presented. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

C. **Review and Possible Adoption of New Policy 4112.7/4212.7 Criminal Justice Information, Policy 4118.5/4218.5 Employee Use of the District's Computer Systems and Electronic Communications, Policy 5131.83 Student Use of the District's Computer Systems and Electronic Communications, and Policy 5131.84 (Formerly 6141.328) Bring Your Own Device (BYOD) and Protocol for the Use of Technology in the Schools**

On January 13, 2017, the policies enumerated below were initially discussed and reviewed by the Administrative Policy Committee (APC), which is comprised of the following staff: Mr. Michael Bednarz, Director of Curriculum & Instruction; Mr. Marco Pelliccia, Principal, Stafford High School; Mrs. Jennifer Hoffman, Principal, Stafford Middle School; Mrs. Peggy Falcetta, Principal, Staffordville School; Mrs. Amy Stevenson, Director of Pupil Services and Dr. Collin. Subsequently, on January 27, 2017, the same policies were also reviewed by the Board Policy Committee (BPC), comprised of Mrs. Kathy Walsh (Chairperson), Mr. Peter Kovaleski, and Mrs. Tracy Rummel.

The following policies were provided via the portal for the Board's review:

1. **Policy 4112.7/4212.7** Criminal Justice Information
2. **Policy 4118.5/4218.5** Employee Use of the District's Computer Systems and Electronic Communications
3. **Policy 5131.83** Student Use of the District's Computer Systems and Electronic Communications
4. **Policy 5131.84** (Formerly 6141.328) Bring Your Own Device (BYOD) and Protocol for the Use of Technology in the Schools

Dr. Collin said that the Federal Bureau of Investigation requires that Boards of Education adopt a policy relative to the maintenance, use and disclosure of criminal justice information pertaining to its employees, potential employees, contractors, or volunteers. In order to be in compliance, a new policy and corresponding regulation is being presented at this time. In addition to being updated and removing language that is obsolete, the Employee Use of the District's Computer Systems and Electronic Communications and Student Use of the District's Computer Systems and Electronic Communications policies reflects language from multiple, current Board policies, many of which are recommended for repeal. In addition, the district's current Acceptable Use Policies and Agreements address both students and staff. It is more appropriate to have separate policies, one of which is applicable to employees and the second applicable to students. Finally, reassigned from the Instruction (6000) series to Students (5000) series, Bring Your Own Device (BYOD) and Protocol for the Use of Technology in the Schools has been updated to include language from Connecticut General Statutes and other legislation.

With the approval of Bylaw 9311 Formulation, Adoption & Amendment of Policies earlier this evening, this presentation serves as the second reading since consideration by the Board Policy Committee may serve as the first.

Mrs. Rummel made a motion, seconded by Mrs. Locke, that the Board of Education adopt as new **Policy 4112.7/4212.7** Criminal Justice Information, **Policy 4118.5/4218.5** Employee Use of the District's Computer Systems and Electronic Communications, **Policy 5131.83** Student Use of the District's Computer Systems and Electronic Communications, and **Policy 5131.84** (Formerly 6141.328) Bring Your Own Device (BYOD) and Protocol for the Use of Technology in the Schools. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

D. Review and Possible Approval to Repeal Existing Board Policy 4118.4/4218.4 Electronic Mail, Policy 4118.5/4218.5 Use of New Web 2.0 Tools, Policy 5131.913 Cyberbullying, Policy 6141.321 Acceptable Use of the Internet, Policy 6141.322 Web Sites/Pages, Policy 6141.323 Filtering, Policy 6141.325 Use of New Web 2.0 Tools, Policy 6141.326 Online Social Networking, and Policy 6141.328 Bring Your Own Device (BYOD)

On January 13, 2017, the policies enumerated below were initially discussed and reviewed by the Administrative Policy Committee (APC), which is comprised of the following staff: Mr. Michael Bednarz, Director of Curriculum & Instruction; Mr. Marco Pelliccia, Principal, Stafford High School; Mrs. Jennifer Hoffman, Principal, Stafford Middle School; Mrs. Peggy Falcetta, Principal, Staffordville School; Mrs. Amy Stevenson, Director of Pupil Services and Dr. Collin. Subsequently, on January 27, 2017, the same policies were also reviewed by the Board Policy Committee (BPC), comprised of Mrs. Kathy Walsh (Chairperson), Mr. Peter Kovaleski, and Mrs. Tracy Rummel.

The following policies were provided via the portal for the Board's review:

- **Policy 4118.4/4218.4** Electronic Mail
- **Policy 4118.5/4218.5** Use of New Web 2.0 Tools
- **Policy 5131.913** Cyberbullying
- **Policy 6141.321** Acceptable Use of the Internet
- **Policy 6141.322** Web Sites/Pages
- **Policy 6141.323** Filtering
- **Policy 6141.325** Use of New Web 2.0 Tools
- **Policy 6141.326** Online Social Networking
- **Policy 6141.328** Bring Your Own Device

Dr. Collin said that the justification for the repeal is that some policies were adopted prior to the district's acceptable use of its computer networks and/or social media policies, thereby rendering them obsolete, are redundant (e.g. Cyberbullying is already included in our Bullying policy), and have been incorporated into others, separated into two policies and/or renumbered.

With the approval of Bylaw 9311 Formulation, Adoption & Amendment of Policies earlier this evening, this presentation serves as the second reading since consideration by the Board Policy Committee may serve as the first.

Mrs. Locke made a motion, seconded by Mrs. Rummel, that the Board of Education repeal **Policy 4118.4/4218.4** Electronic Mail, **Policy 4118.5/4218.5** Use of New Web 2.0 Tools, **Policy 5131.913** Cyberbullying, **Policy 6141.321** Acceptable Use of the Internet, **Policy 6141.322** Web Sites/Pages, **Policy 6141.323** Filtering, **Policy 6141.325** Use of New Web 2.0 Tools, **Policy 6141.326** Online Social Networking, and **Policy 6141.328** Bring Your Own Device, as presented. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

Item XI. Personnel Matters

A. Acceptance of Resignations- Certified Staff Members

Mrs. Locke made a motion, seconded by Mr. Kovaleski, that the Board of Education accept the resignations of the following staff members, as indicated:

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Bartus, Diana	Kindergarten Teacher	West Stafford School	Last day of school, June 2017	Retirement
Leighton, Patrick	Physics Teacher	Stafford High School	1/30/17	Personal
Monti, Meredith	Special Education Teacher	Stafford High School	Last day of school, June 2017	Retirement
Moore, Lynda Sue	Speech and Language Pathologist	Stafford Elementary School	Last day of school, June 2017	Retirement

Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

B. Evaluation of a Public Official / Officer: Individual Board of Education Member' Performance (Board Member Input / Feedback on Individual Performance of Each Member and Interpersonal Relationships) (Executive Session Anticipated)

Mrs. Rummel made a motion, seconded by Mr. Kovaleski, that this item be tabled to a future meeting. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

Item XII. Student Matters

There were no Student Matters.

Item XIII. Adjournment

Mrs. Rummel made a motion, seconded by Mrs. Locke, to adjourn. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried. The meeting adjourned at 8:55 p.m.

Respectfully submitted,
Christine C. Marinelli, Recording Secretary

Sonya Shegogue, Chairperson

Tracy L. Rummel, Secretary