

**Rochelle Park Board of Education  
Executive Session 7:00 P.M.  
Regular Meeting-7:30 P.M.  
November 17, 2016**

- I. Call to Order and Flag**
- II. Roll Call**

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Mr. Sam Allos, Vice President		
Mrs. Shirley Abraham		
Mrs. Arlene Ciliento-Buyck		
Mrs. Teresa Judge Cravello		
Mrs. Maria Lauerman		
Mr. Mark Scully		
Mrs. Dimitri Leakas, President		

Others present:

- Dr. Geoffrey W. Zoeller, Jr., Superintendent of Schools
- Mrs. Cara Hurd, Director of Curriculum, Instruction
- Mr. Brian Cannici, Principal
- Mr. Kevin Woods, Building & Grounds Supervisor
- Mrs. Ellen Kobylarz, Board Secretary

- III. Executive Session Announcement** (if needed) The Board will reconvene in Public Session at approximately 7:30 P.M.

**WHEREAS, the Rochelle Park Board of Education (hereinafter referred to as the “Board”) will convene in Executive Session to discuss confidential matters which include:**

**Personnel, Contracts, and Litigious Matters**

**NOW HEREOFRE BE IT RESOLVED, the Board shall move into Executive Session to discuss the above referenced matter(s).**

**BE IT FURTHER RESOLVED, that the minutes of the executive session will provide as much information as possible without violating any applicable privilege or confidentiality so that the public can understand what was discussed and when available what the Board decision was...**

**BE IT FURTHER RESOLVED, that the minutes of the executive session will be released to the public in an appropriately redacted form within a reasonable period of time after the privilege or confidentiality is no longer applicable to such minutes.**

**BE IT FURTHER RESOLVED, that the redacted portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to open Executive Session at \_\_\_\_\_ P.M.  
Roll Call

SA SA AB TC ML MS DL

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close Executive Session at \_\_\_\_\_ P.M.  
Roll Call

SA SA AB TC ML MS DL

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to resume Regular Meeting Agenda at \_\_\_\_\_P.M.  
Roll Call

SA SA AB TC ML MS DL

**IV. Open Public Meetings Act, Chapter 231,P.L.1975 Announcement-by Board President In accordance with the requirements of the Open Public Meetings Act, I wish to announce that**

**“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 meeting of bodies at which any business affecting their interests is discussed or acted upon. Notices announcing the date, time and place for this Regular Meeting were sent to all concerned individuals, associations and sent to the, The Record and The Our Town, in accordance with Chapter 231,P.L.1975”**

**V. Salute to the flag**

**VI. Superintendent’s Report**

**VII. Principal’s Report**

- **PTA Report**

**VIII. Director of Curriculum and Instruction Report**

**IX. Building and Grounds Supervisor’s Report**

**X. Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)**

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers’ list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals).The public is reminded that their remarks are being recorded.

The Board wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, it cannot respond to or discuss personnel matters. If a matter concerning a district staff member is of interest or concern to a resident, the matter should be referred to the Building Principal, Superintendent of Schools, or the Board of Education, either by telephone, letter, or email.

Each speaker’s statement will be limited to five (5) minutes in duration. The Public Forum will be limited to one (1) hour in duration.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to open public comment at \_\_\_\_\_P.M.  
Roll Call

SA SA AB TC ML MS DL

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to close public comment at \_\_\_\_\_P.M.  
Roll Call

SA SA AB TC ML MS DL

XI. Items for Board Action-Resolutions

Note: Resolutions marked with an asterisk are as a result of Executive Session Discussion.

**ROUTINE MATTERS RESOLUTIONS R1-R8**  
**POLICY #0168- APPROVALS OF BOARD MINUTES**

**R1. RESOLVED:** that the Rochelle Park Board of Education approves the minutes of the following meetings:

**October 13, 2016 Regular Meeting & Executive Session**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**POLICY#5200 ATTENDANCE**

**R2. RESOLVED:** that the Board of Education approves the attendance report for the month of October 2016 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	499	1-3 <sup>rd</sup> Grade	1-Kndg
Hackensack H.S.	127	1-Kndg	1-PK
Academies/Technical Schools	14		
<b>Totals</b>	<b>640</b>		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	8970	Possible Days	950
Days Present	8687	Days Present	914
Days Absent	283	Days Absent	36
% Present	96.8%	% Present	96.2%
% Absent	3.2%	% Absent	3.8%

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**POLICY #8420 EMERGENCY & CRISIS SITUATIONS**

**R3. RESOLVED:** that the Rochelle Park Board of Education approves the following Fire and Security drills held in the month of October 2016 for the Rochelle Park School District.

**Fire Drill October 19, 2016**  
**Security Drill October 28, 2016**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING**

**R4. RESOLVED:** that the Rochelle Park Board of Education approves the following HIB Report for October 2016 on behalf of the Rochelle Park School District.

**October 2016**

Reported Cases: 0

Number of Cases open: 0

Number of Cases closed: 1

Number of Incidents determined to be HIB:1

Motion by \_\_\_\_\_, second by \_\_\_\_\_,

Roll Call

SA SA AB TC ML MS DL

**POLICY #2340 – FIELD TRIPS**

**R5. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approve the following field trip request:

Mr. Grossman, Mrs. Rainone, and Mr. Van Hassel to accompany the 8<sup>th</sup> graders to the state house in Trenton on March 30, 2017 at a cost of \$7.00 per student to be borne by the parents.

Mrs. Cahill, Mrs. Gutkowski, and Ms. Kim to accompany the 2<sup>nd</sup> Graders to see “Charlotte’s Web” in Montclair on May 10, 2017 at a cost per student of \$19.00 to be borne by the parents.

Mrs. Weiner, Mrs. Fletcher, Dr. Sacco, Mrs. Fuchs, and a CST member to accompany the Chorus 4-8 to the Chateau on December 8, 2016 for a performance, the cost of the bus will be paid for by the district.

Motion by \_\_\_\_\_, second by \_\_\_\_\_,

Roll Call

SA SA AB TC ML MS DL

**R6. RESOLVED:** that the Board of Education accepts a grant from Rutgers Eagleton Institute of Politics in the amount of \$350.00 for the purpose of offsetting the cost of transportation for the 8<sup>th</sup> Grade Trip to Trenton.

Motion by \_\_\_\_\_, second by \_\_\_\_\_,

Roll Call

SA SA AB TC ML MS DL

**R7. RESOLVED:** that the Board of Education accepts the report and acknowledges the public presentation made by the Curriculum Director at the October 13, 2016 public meeting regarding the 2016 District Assessment Report for both PARCC and NJ ASK scores in Science Grades 4 & 8.

Motion by \_\_\_\_\_, second by \_\_\_\_\_,

Roll Call

SA SA AB TC ML MS DL

**POLICY #0130 BYLAWS & POLICIES**

**R8. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approves the second reading and adoption of the following Policies and Regulations:

**Policies**

1220 Employment of Chief School Administrator  
1310 Employment of School Business Administrator/Board Secretary  
1631 Residency Requirement or Person holding School District Office, Employment, or Position  
3111 Creating Positions  
3124 Employment Contract  
3125.2 Employment of Substitute Teachers  
3126 District Mentoring Program  
3141 Resignation  
3144 Certification of Tenure Charges  
3159 Teaching Staff Member/School District Reporting Responsibilities  
3231 Outside Employment as Athletic Coach  
3125 Employment of Teaching Staff Members  
3240 Professional Development for Teachers and School Leaders  
4159 Support Staff Member/School District Reporting Responsibilities  
5305 Health Services Personnel  
5339 Screening For Dyslexia  
5350 Student Suicide Prevention  
7481 Unmanned Aircraft Systems (UAS also known as DRONES)  
8441 Care of Injured and Ill Persons  
8630 Bus Driver/Bus Aide Responsibility  
9541 Student Teachers/Interns

**Regulations**

R1330 Evaluation of School Business Administrator  
R1400 Job Descriptions  
R3126 District Mentoring Program  
R3144 Certification of Tenure Charges  
R3240 Professional Development for Teachers and School Leaders  
R5330 Administration of Medication  
R5350 Student Suicide  
R8441 Care of Injured and Ill Persons  
R8630 Emergency School Bus Procedures

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**PERSONNEL RESOLUTIONS P1-P6**

**POLICY #4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS**

**\*P1. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approve the following list of substitute Latchkey personnel for the 2016-2017 school year at a rate of \$22.00 per hour:

**Leslie Barrios**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**P2. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approves the following individuals that attended a workshop on October 10, 2016 for the time they were at the workshop at their hourly rate of \$19.30/hour to be adjusted upon the settlement of the 2016-2017 district contract.

**Krista Fuchs  
Nancy D’Addezio-Gomez  
Colleen Gerber  
Bernadette Holzmann**

**Debbie Pallouras  
Angela Scarpa  
Mariuxi Zambrano**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**P3. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approve the following individuals to the list of Home Instructors salary to be determined upon the settlement of the 2016-2017 district contract.

**Elaine Rainone**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**POLICY #3240 – PROFESSIONAL DEVELOPMENT**

**\*P4. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:

Ms. Sherry, Mr. Stack, and Mrs. Roskowinski to attend “Implementing the NGSS teaching approaches and content grades K-5” on November 29, 2016 in Montclair at a cost to the district of \$150.00 each for registration.

Mr. Cannici and Mrs. Kobylarz to attend “Affirmative Action Updates and new Legal Rulings” on December 19, 2016, location TBD at no cost to the district for registration.

Mrs. Cherello and Mrs. Oliver to attend “Designing Effective Conference, and Strategy Groups (K-5)” on February 28, 2017 in Demarest at a cost to the district of \$185.00 for each registration.

Ms. Sherry to attend “Informational Writing Addressing NJSLs shifts” in Northern Valley at a cost to the district of \$185.00 for registration.

Mrs. Roskowinski and Mr. Stack to attend “NGSS Beyond the Basics K-4” in Montclair on December 1, 2016 at a cost to the district of \$150.00 per registration.

Ms. Esposito to attend “Response to Intervention: Practical Strategies for Intervening with Students Before they Fall too far behind in MATH (1-5)” on January 5, 2017 at a cost to the district of \$245.00 for registration.

Ms. Esposito to attend “The World in our Classroom! Using Virtual and Augmented Reality to Enhance Teaching and Learning” on March 10, 2017 at a cost to the district of \$159.00 for registration.

Mrs. Calderone to attend “Informational Writing: Addressing NJSLs Shifts K-5” in Demarest on January 26, 2017 at a cost to the district of \$185.00 for registration.

Ms. Leccese to attend “Differentiated Mathematics Instruction for the 3-8 Classroom” in Mahwah on December 16, 2016 at a cost of \$149.00 to the district for registration.

Mr. Kevin Woods to attend “Facilities Management Techniques” in Saddle Brook on January 24-25, 2017 at a cost of \$399.00 to the district for registration.

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**POLICY#3141 RESIGNATION**

**P5. RESOLVED:** on the recommendation of the Superintendent, the Board of Education accepts the resignation of Ray Soff Jr. as a Cafeteria/Playground Aide in charge and Latchkey homework helper effective October 18, 2016. We wish him much luck and success in the future.

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**POLICY#4111- HIRING CERTIFIED PERSONNEL**

**\*P6. RESOLVED,** that applications be submitted to the County Superintendent of Schools in accordance with the revised statute N.J.S.A. 18A; 6-7.1 et.seq. requesting authorization for emergent hiring for the following individual for the reason indicated and on the recommendation of the Superintendent that the Board of Education appoint Jessica Di Cori to the position of Emergency Certification Learning Disabled Teacher Consultant (LDTc) for the period of January 1, 2017 or a mutual agreed to date until June 30, 2017 on MA+15, Step 7 at a salary to be determined upon settlement of the master contract for 2016-2017.

Motion by \_\_\_\_\_seconded by \_\_\_\_\_  
Roll Call

SA SA AB TC ML MS DL

**FINANCE AND INSURANCE-RESOLUTIONS F1-F9**  
**POLICY #6460 PAYMENT OF GOODS AND SERVICES**

**F1. RESOLVED:** that the Rochelle Park Board of Education approve the November, 2016 Bill List as approved by the Finance Committee, attached and listed below:

<b>10 – General Fund</b>	<b>\$1,030,505.43</b>
<b>20- Federal Grants</b>	<b>\$25,361.74</b>
<b>30 – Referendum Account</b>	<b>\$6,257.79</b>
<b>60 – Cafeteria</b>	<b>\$25,436.44</b>
<b>61 – Afterschool Program</b>	<b>\$15,724.87</b>
<b>TOTAL PAYMENTS FOR November</b>	
<b>TOTAL DISBURSEMENTS</b>	<b>\$1,103,286.27</b>

ATTACHEMENT

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**POLICY #6820 FINANCIAL REPORTS**

**Monthly Budgetary Line Item Status Certifications**

**F2. RESOLVED,** that the Board Secretary for the Rochelle Park Board of Education certified that pursuant to NJAC 6A:23-2.11 9c) 3, as of October 31, 2016, that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23-2.11 (a): and

**FURTHER BE IT RESOLVED,** that the Rochelle Park Board of Education certifies that pursuant to NJAC 6A:23-2-11 c) 4 that after review of the board secretary’s and treasurer’s monthly financial reports and the advice of district officials, we have no reason to doubt that no major account or fund has been over-expended in violation of NJAC 6A:23-2.11 (b).

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_  
Roll Call

SA SA AB TC ML MS DL

**Secretary & Treasurer’s Reports**

**F3. RESOLVED,** that the Rochelle Park Board of Education accepts the Board Secretary’s and Treasurer’s Financial Reports for the month of October 2016.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_  
Roll Call

SA SA AB TC ML MS DL

**F4.Approval of October Payroll – that the Board approve the payroll for October as follows:**

**Payroll**

**Month      October**



<b>Fund</b>	<b>Gross Payroll</b>	<b>Employer Share of Social Security</b>	<b>Employer DCRP Contribution</b>	<b>Total Payroll Expense</b>
<b>Fund 10</b>	470,467.62	5,158.24	535.75	476,161.61
<b>Fund 20</b>	3,236.30	-		3,236.30
<b>Fund 61</b>	13,134.42	1,004.78		14,139.20
				-
<b>Total</b>	\$ 486,838.34	\$ 6,163.02	\$ 535.75	493,537.11

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**Transfers**

**F5. RESOLVED**, that the Rochelle Park Board of Education approves the line item transfers for October 2016. **Attached**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**POLICY#6660- STUDENT ACTIVITY FUND**

**F6. RESOLVED**: that the Rochelle Park Board of Education accept the Student Activity Fund Financial Reports for the month of October 2016.

**ATTACHMENT**

**Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call**

SA SA AB TC ML MS DL

**F7. WHEREAS**, the Rochelle Park Board of Education at the August 25, 2016 Board meeting amended its Long-Range Facilities Plan to include a “new utility shed installation” project; and  
**WHEREAS**, the project was submitted to the State of New Jersey on September 20, 2016 for review and approval; and  
**WHEREAS**, the project was submitted to the Rochelle Park Planning Board on September 20, 2016 for review and comment; and  
**WHEREAS**, the Rochelle Park Planning Board filed no comments and/or objections with the State of New Jersey; and  
**WHEREAS**, the State of New Jersey has now approved the project;  
**NOW, THEREFORE, BE IT RESOLVED**, that the Board authorizes the Superintendent of Schools and Business Administrator to issue purchase orders to the lowest quotes for the two portions of the project as follows:

Utility Shed: Florham Park Hardware & Sheds - \$11,300  
Site prep and concrete pad: Kelly Donahue Contracting, Inc. - \$17,000

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**F8. WHEREAS**, the Rochelle Park Board of Education (hereinafter referred to as the “Board”) and Centralpack Engineering Corporation (hereinafter referred to as “Centralpack”) were parties to an agreement for the Infrastructure Upgrade/Boiler and Heating Replacement and Sprinkler Upgrade Project at Midland School (hereinafter referred to as “Project”); and

**WHEREAS**, the Project is fully completed, with all payments having been approved and issued to Centralpack; and

**WHEREAS**, Change Order No. 001 was executed by the prior business administrator in advance of construction to amend shop drawings to the classroom ventilator units to a newer model that also included DX coils for accommodation of future air conditioning; and

**WHEREAS**, pursuant N.J.A.C. 5:30-11.5, a governing body is to pass a resolution authorizing a written amendment to a contract covering the changes to be made; and

**WHEREAS**, the authorization of Change Order No. 001 does not change the contract sum, which has been paid in full by the Board.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board ratifies the actions of the previous business administrator and hereby approves Change Order No. 001 which allowed Centralpack to perform the additional work for the Project.

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**F9. RESOLVED**: upon the recommendations of the Superintendent of Schools, the Board of Education grants approval to proceed with the development and submission of plans to (1) continue with electrical upgrades at the Midland School; and (2) with the conversion of Supply Room 124 into a new dual purpose small group instructional room and/or musical practice room.

Whereas, much of the electrical infrastructure at the Midland School is still in need of upgrade or replacement, and;

Whereas, there exists a need to continue to create small group instructional spaces within the Midland School facility; now therefore be it,

**Resolved** that the Rochelle Park Board of Education authorizes the design firm Environetics to proceed with surveys, development and submission of plans, and updating the district Long-Range Facilities Plan according to the attached proposals.

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

SA SA AB TC ML MS DL

**IX. Reports-Community Action Items**

*2016 Year*

<b>Committees</b>	<b>Chairperson</b>	<b>Co-Chairperson</b>
<b>Buildings &amp; Grounds</b>	<b>Shirley Abraham</b>	<b>Sam Allos, Arlene Ciliento-Buyck</b>
<b>Business, Finance, and Transportation</b>	<b>Dimitria Leakas</b>	<b>Sam Allos, Arlen Ciliento-Buyck</b>
<b>Curriculum, Instruction, and Assessment</b>	<b>Mark Scully</b>	<b>Maria Lauerman, Dimitria Leakas</b>
<b>Legislative and Policy</b>	<b>Teresa Judge Cravello</b>	<b>Shirley Abraham, Arlene Ciliento-Buyck</b>
<b>Personnel/Negotiations/ Staff Relations</b>	<b>Sam Allos</b>	<b>Maria Lauerman, Mark Scully</b>
<b>Special Education</b>	<b>Arlene Ciliento-Buyck</b>	<b>Shirley Abraham, Mark Scully</b>
<b>Technology</b>	<b>Maria Lauerman</b>	<b>Teresa Judge Cravello, Mark Scully</b>
<b>Board Liaison Assignments:</b>		
<b>NJSBA- BCSBA</b>	<b>Teresa Judge Cravello</b>	
<b>Municipality</b>	<b>Sam Allos</b>	
<b>Community</b>	<b>Mark Scully</b>	
<b>Joint Boards</b>	<b>Dimitria Leakas</b>	

**XII. Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)**

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Each speaker's statement will be limited to five (5) minutes in duration. The Public Forum will be limited to one (1) hour in duration.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to open public comment at \_\_\_\_\_ pm.

Roll Call

SA SA AB TC ML MS DL

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close public comment at \_\_\_\_\_ pm.

Roll Call

SA SA AB TC ML MS DL

**XI. Announcements**

The next Regular Meetings will be held on Thursday, December 8, 2016 at 7:30 P.M. in the Media Center, Executive Meeting at 7:00 P.M. if needed.

**XI. Executive Session Announcement (if Needed)**

WHEREAS, the Rochelle Park Board of Education (hereinafter referred to as the "Board") will convene in Executive Session to discuss confidential matters which include:

**NOW HEREOF BE IT RESOLVED**, the Board shall move into Executive Session to discuss the above referenced matter(s).

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**BE IT FURTHER RESOLVED**, that the minutes of the executive session will be released to the public in an appropriately redacted form within a reasonable period of time after the privilege or confidentiality is no longer applicable to such minutes.

**BE IT FURTHER RESOLVED**, that the redacted portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to open Executive Session at \_\_\_\_\_ P.M.  
Roll Call

SA SA AB TC ML MS DL

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close Executive Session at \_\_\_\_\_ P.M.  
Roll Call 7-0  
Motion Carried

**XII. Additional Motions:**

Based on the result of conversations held by the Board in Executive Session, additional resolutions may be introduced and approved at this time.

**XIII. Adjournment**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn meeting at \_\_\_\_\_ PM

SA SA AB TC ML MS DL