

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
THURSDAY, JUNE 24th, 2021
MINUTES**

1.0 Opening Procedures

1.1 Call to order – 6:37 p.m.

1.2 Flag salute

1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on April 15th, 2021 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. Barber	Mrs. Montgomery
Mrs. Gourley-Thompson	Mrs. Groom
Mrs. Hemel	Mr. Sweeney
Mrs. Hepburn-Goldberg	Mr. MacConnell, Superintendent
Mrs. Humes - Absent	Ms. Avento, Business Administrator
Mr. Jannuzzi - Absent	Board Attorney

1.5 Mission Statement:

The mission of the Shrewsbury Borough School District, a system built on successful cooperation among family, school and community, is to prepare all students to achieve excellence and to become responsible citizens through rigorous educational programs consistent with the New Jersey Core Curriculum Content State Standards and which respect individual differences and diversity. Students will be prepared to meet the challenges presented in the regional high school and the world beyond.

2.0 Closed Executive Session

2.1 It was motioned by Mrs. Hemel, seconded by Mrs. Groom, to move into Closed Executive Session at 6:40 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. Barber	X				
Mrs. Gourley-Thompson	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Humes				X	
Mr. Jannuzzi				X	
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney	X				

On a voice vote, 7 members voted yes, 2 members were absent.

- 2.2 It was motioned by Mrs. Hemel, seconded by Mrs. Groom, to reconvene into public session at 7:25 p.m.

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

On a voice vote, 7 members voted yes, 2 members were absent.

3.0 Communications ~

- Email from SPARC outlining requests for SBS Fall 2021

4.0 Public Participation ~ Agenda Items Only ~ There was no public participation.

5.0 Superintendent’s Report ~ Mr. MacConnell

5.1 Superintendent’s Report: The Superintendent discussed the following:

- American Recovery Plan: Safe Return to School Plan: The Superintendent reviewed the ARP with the Board and Public
- Public Comment: The district is currently accepting Public Comment – commenced the first week in June and will be ongoing.

5.1 Superintendent's Report Continued:

- Monday, June 7th the annual Honors Assembly was held for the 8th grade students and their teachers in the Gymnasium. Thank you to all our presenters for providing your speeches for Mr. MacConnell to read on your behalf to our award winners. The ceremony ran smoothly as was captured with video and live streaming to show to their families and friends.
- The 8th grade Graduation was held on Tuesday, June 8th at 2:00 PM in the gym. We were able to invite the parents and families of the graduates to attend this special day. The students started the Graduation with the annual procession into the gym, followed by award presentations and speeches. Thank you to Mayor Anderson for doing the Opening Remarks at Graduation and to our presenters for the awards. The Graduation Ceremony was also professionally videotaped and was live streamed for all the families that were not able to attend. Miss Cellary, Graduation Coordinator and Mr. Peri, Music Coordinator did an outstanding job organizing a beautiful ceremony for our graduates. He also thanked everyone who was involved in making the graduation of the 2020/2021 class a success.
- A Graduation Parade was held on Wednesday, June 9th beginning at 7:00 PM. PAWS was able to join the firetruck for the parade.
- I would like to Thank our teachers and staff for continuing to provide a wonderful education to our students during this difficult time.
- The students finished the school year on Wednesday, June 9th followed by the staff ending their last day on Thursday, June 10th
- The Superintendent announced that he is happy to report that the middle school class trips for 8th grade to Washington, DC and 6th and 7th grade trips to PEEC will be reinstated next year.
- Report cards were published in the portal on Thursday, June 10th by 3:00 PM
- I would like to take this opportunity to wish all of the Shrewsbury Families and Staff a Happy and Safe Summer!

It was motioned by Mrs. Groom, seconded by Mrs. Gourley-Thompson, to approve items 5.2 through 5.6 as amended:

- 5.2 Recommend that the Board of Education approve the District HIB Report for the month of May 2021.
- 5.3 Recommend that the Board of Education approve the Affirmative Action Team (AAT) for the 2021-2022 school year as follows:

Brent MacConnell, Superintendent/Principal
Roseanne Ansell, Affirmative Action Officer/Supervisor of Special Services
Marisa Shaheen, Anti-Bullying Specialist/School Counselor
Alison Hillen, School Nurse
William Clark, Library Media Specialist
- 5.4 Recommend that the Board of Education approve the development of the Comprehensive Equity Plan (CEP) for academic years 2022 through 2025.

5.5 Recommend that the Board of Education approve the Affirmative Action Team (AAT for the Comprehensive Equity Plan (CEP) for academic years 2022 through 2025 as follows:

- Brent MacConnell, Superintendent/Principal
- Roseanne Ansell, Affirmative Action Officer/Supervisor of Special Services
- Marisa Shaheen, Anti-Bullying Specialist/School Counselor
- Alison Hillen, School Nurse
- William Clark, Library Media Specialist

5.6 Recommend the Board of Education approve the Security Drill Statement of Assurance Report for the 2020-2021 school year.

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

On a roll call vote, 7 members voted yes, 2 members were absent.

6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by Mr. MacConnell, seconded by Mrs. Hepburn-Goldberg, to approve items 6.1 as listed:

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

- 6.1.1 Regular Meeting Minutes, May 20th, 2021
- 6.1.2 Executive Session Minutes, May 20th, 2021

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg			6.1.1		
Mrs. Humes				X	
Mr. Jannuzzi				X	
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney	X				

On a voice vote, 6 members voted yes, 1 abstained on 6.1.1, 2 members were absent.

7.0 Facilities Committee ~ Mrs. Groom

7.1 Committee Report:

Mrs. Groom reported that the Committee met virtually June 22nd, 2021 and reviewed the following:

- Business Office Move
- Facilities Priority
- A/C Electrical Upgrades
- Yearbook not covering Costs
- Roof Leaking

8.0 Finance Committee ~ Mrs. Groom

8.1 Committee Report

Mrs. Groom reported that the Committee met June 22nd, 2021 and reviewed the bills and claims, discuss budget strategies & current status of the budget and year end procedures, reviewed ongoing state directives and the items listed below.

It was motioned by Mrs. Groom, seconded by Mrs. Barber, to approve items 8.2 through 8.15 as amended:

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

May 2021 Payroll – 2 nd half	\$267,039.06
June 10, 2021 Payroll – 1 st half	\$457,144.36 (10-month staff - both bi-monthly payrolls)
June 15, 2021	\$ 50,705.24
June 2021 Bills & Claims	<u>\$204,014.71</u>
Total	\$978,903.37

8.3 Recommend that the Board of Education approve the following transfers within the 2020-2021 General Fund as listed:

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>
11-424-100-179-01 Salaries Reading Rcl Salary Reallocations	57,431	11-110-100-101-03 Salaries – K LTS	31,426
		11-120-100-101-01 Salaries 1-5	26,005
11-424-100-179-01 Salaries – Reading Rcl Salary Reallocations	8,959	11-130-100-101-01 Salaries 6-8	52,000
11-216-100-100-01 Salaries – Pre K Rcl Salary Reallocations	42,000		
11-216-100-100-01 Salaries – PSD Rcl Salary Reallocations	1,041		

8.3 Continued:

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>
11-216-100-100-01 Salaries – PSD Rcl Salary Reallocations	3,295	11-204-100-101-01 Salaries LLD	850
		11-204-100-106-01 Salaries LLD Aide	1,975
		11-204-100-610-01 LLD Supplies	470
11-216-100-100-01 Salaries – PSD Rcl for Addtl Funds Needed	11	11-424-100-610-01 Supplies - Reading	11
11-000-251-100-01 Salaries – Bus Office Rcl for Addtl Funds Needed	2,100	11-000-251-340-01 Purch Svc	2,100
11-000-262-590-01 District Insurance Rcl for Addtl Funds Needed	1,466	11-000-262-490-01 Water and Sewer	1,466
11-000-262-107-02 Lunch Aid Sub.	2,000	11-000-261-420-03 Repair & Maint Bldg.	27,000
11-000-291-270-02 Dist Benefits Rcl for Addtl funds needed for district electrical panels	25,000		

8.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of May 31st, 2021, 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 Preliminary Board Secretary’s Report for the month of April 2021 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 and 2020-2021 school year and to decline the ESEA FY21 Title IA Funds of \$9 and Title III funds of \$400 as follows:

8.6 Continued:

IDEA FY22:	
Basic:	\$123,455
Preschool:	\$ 5,717
Non Public:	<u>\$ 3,899</u>
Total	\$133,071

ESEA FY22:	
Title I:	\$ 9
Title IIA:	\$ 4,387
Title III:	\$ 400
Title IVA:	<u>\$ 10,000</u>
Total:	\$ 14,796

CRRSA FY21:	
ESSER II:	\$ 39,164
Learning Acceleration:	\$ 25,000
Mental Health:	<u>\$ 45,000</u>
Total:	\$109,164

8.7 Recommend that the Board of Education approve Ashley Schwietzer for the position of Part-Time Behavior Analysis for BCBA services up to 20 hours per week at a rate of \$100/hour for the 2021-2022 school year.

8.8 Recommend that the Shrewsbury Board of Education to approve the following contracts as per agreement for the 2021-2022:

Horizon Healthcare Staffing Services	Nursing Services	\$56.00/hr.
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8.9 Recommend that the Board of Education approve the following Parent Transportation Contracts for the remainder of the 2020-2021 school year and the 2021-2022 school year as follows:

<u>Student #</u>	<u>Destination</u>	<u>Amount</u>
#7062	Wall Twp. School District	\$ 810 20-21
#7062	Wall Twp. School District	\$ 900 ESY22
#7062	Wall Twp. School District	\$ 5,400 21-22 Regular School Year
#5773	Freehold Twp School District	\$ 900 ESY22
#5773	Freehold Twp School District	\$ 5,400 21-22 Regular School Year

8.10 Recommend that the Board of Education approve the following out of district tuition contracts for the 2021-2022 school year as follows:

<u>Student #</u>	<u>School</u>	<u>Tuition</u>
7062	Allenwood – Wall Twp	\$ 5,465 ESY
5773	Freehold Twp School District	\$ 9,040 ESY
5773	Freehold Twp School District	\$78,844 Regular School Year

- 8.11 Recommend that the Board of Education approve the following student services for the 2021-2022 school year:

<u>Student #</u>	<u>Service</u>	<u>Vendor</u>	<u>Cost</u>
5245	Physical Therapy	DeMonte Therapy	\$3,800
5644	Physical Therapy	DeMonte Therapy	\$3,800
5981	Physical Therapy - ESY	DeMonte Therapy	\$ 500
5981	Physical Therapy	DeMonte Therapy	\$2,925
6300	Physical Therapy – ESY	DeMonte Therapy	\$ 875
6300	Physical Therapy	DeMonte Therapy	\$6,650
6458	Physical Therapy – ESY	DeMonte Therapy	\$1,000
6458	Physical Therapy	DeMonte Therapy	\$7,600
7006	Physical Therapy - ESY	DeMonte Therapy	\$ 500
7006	Physical Therapy	DeMonte Therapy	\$3,800
7025	Physical Therapy - ESY	DeMonte Therapy	\$ 500
7025	Physical Therapy	DeMonte Therapy	\$3,800
7049	Physical Therapy - ESY	DeMonte Therapy	\$ 500
7049	Physical Therapy	DeMonte Therapy	\$3,800
7083	O/T Evaluation	Diane Ames	\$ 350
6268	Itinerant Speech Services	Summit Speech	\$12,540
7062	Occupational Therapy	Wall Twp. S.D.	\$ 210
7062	Speech Therapy	Wall Twp. S.D.	\$ 756

- 8.12 **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, 2020 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, 2020 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.

- 8.13 Recommend that the Board authorize the Superintendent and Business Administrator to implement the 2021-2022 Budget pursuant with local and state policies and regulations.

- 8.14 Recommend that the Board of Education authorize the Business Administrator to make purchases and pay bills as necessary and in keeping within the approved budget during the remainder of the 2020-2021 school year and for 2021-2022 during the months where changes in the Board Meeting dates create extended periods of time between bill lists and during the months that the Board does not meet. All purchases and payments must be made in accordance with accepted Board practices.
- 8.15 Recommend that the Board of Education approve the following damaged/obsolete books/furniture /miscellaneous items to be discarded as follows for the 2021-2022 school year:

<u>Quantity</u>	<u>Description</u>	<u>Information</u>	<u>Reason</u>
17	Algebra 1	Houghton Mifflin Harcourt 2015	Outdated
20	Algebra 1	McDougal Littell, 2007	Outdated
3	Mathmatics Gr 8	Houghton Mifflin Harcourt 2012	Outdated
1	Green Chalkboard		Broken
3	Guitars		Broken
1	Chair	Red Chair	Broken
1	Chair	Folding Chair	Broken

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Humes				X	
Mr. Jannuzzi				X	
Mrs. Montgomery			8.9, 8.10		
Mrs. Groom	X				
Mr. Sweeney	X				

On a roll call vote, 6 members voted yes, 1 member abstained, 2 members were absent.

9.0 Curriculum Committee ~ Mrs. Montgomery

- 9.1 Committee Report: Mrs. Montgomery reported that the Committee did not meet this month.

It was motioned by Mr. MacConnell, seconded by Mrs. Gourley-Thompson, to approve item 9.2 as listed:

	<u>Program/</u>	<u>Date</u>	<u>Cost</u>
9.2 <u>Staff Member</u>	<u>Workshop/Training</u>		
Debi Avento	ASBO Annual Conference as per contract	10/13-16,2021	\$760

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

On a roll call vote, 7 members voted yes, 2 members were absent.

10.0 Personnel Committee ~ Mrs. Barber

10.1 Committee Report:

Mrs. Barber reported that the Personnel Committee met virtually on June 23rd, 2021 and discussed matters of a confidential nature.

Upon the recommendation of the Superintendent, it was motioned by Mrs. Barber, seconded by Mrs. Gourley-Thompson, that the Board of Education approve item 10.2 through 10.18 as amended:

- 10.2 Recommend that the Board of Education approve the revised salary of Laura Galante at \$53,836 to include longevity.
- 10.3 Recommend that the Board of Education approve Lindsey Case as Treasurer at the stipend of \$3,800 for the 2021-2022 School Year.
- 10.4 Recommend the Board of Education approve the following teachers for the SBS Summer Academic Support Program to be held from July 1, 2021 through July 30, 2021, Monday through Thursday (except for July 5, 2021 in observance of Independence Day) from 8:00 a.m. to 1:00 p.m. to be paid their approved hourly rate for up to 80 hrs.

<u>Name</u>	<u>Program</u>	<u>Hourly Rate</u>	<u>Total Cost</u>
Melissa Sypneiwski	Academic Support	\$47.74 x 80 hrs	\$3,819.20

- 10.5 Recommend that the Board of Education approve the Summer Substitute Teachers at a rate of \$85.00/day
- 10.6 Recommend that the Board of Education approve the following Summer Substitute Teachers for the Extended School Year (ESY) Program from July 1, 2021 through July 29, 2021, Monday-Thursday (except July 5, 2021 in observance of Independence Day) at the approved Summer Substitute rate of \$ 85.00/day:

Cosentino, Kelly
Ehlers, Laura
Tardiff, Kristen

- 10.7 Recommend that the Board of Education approve the following Paraprofessionals for the five (5) week ESY Programs to provide “in-person” instructional support for students from July 1, 2021 through July 29, 2021, Monday-Thursday (except July 5, 2021 in observance of Independence Day) between the hours of 8:00 a.m. until 1:00 p.m. for the 2021 ESY Program as per the student’s IEP’s:

<u>Name</u>	<u>Hourly Rate</u>	<u>Total Cost</u>
Lisa Wikoff	\$15.08/hr x 80 hrs	\$ 1,206.40
Colleen Stambaugh	\$22.11/hr x 80 hrs	\$ 1,768.80
Laurence Valenti – Para II	\$19.03/hr x 80 hrs.	\$ 1,522.40

- 10.8 Recommend that the Board of Education approve the following IEP Team Meeting Special Education Teacher Representatives, as needed, for the five (5) week ESY Programs from July 1, 2021 through July 29, 2021, Monday-Thursday (except July 5, 2021 in observance of

10.8 Continued:
Independence Day) for the 2021 ESY Program at the extracurricular rate as per contract of \$44.54/hr. (not to exceed 10 hours):

Tardiff, Kristen

10.9 Recommend the Board of Education approve Todd Havard as Extra Curricular – Girl’s Soccer Coach at the stipend rate of \$2,527 for the 2021-2022 school year.

10.10 Recommend the Board of Education approve Lisa Wikoff as Lunch/Playground Aide at \$12.00 per hour to begin on September 1st for the 2021-2022 school year.

10.11 Recommend the Board of Education approve Natalie Weinhofer as Lunch/Playground Aide at \$12.00 per hour to begin on September 1st for the 2021-2022 school year.

10.12 Recommend the Board of Education approve Roseanne Ansell's tuition reimbursement per the attached revised contract section D.

10.13 Recommend the Board of Education approve Mary Ellen Phillips as Summer Academic Program Coordinator for up to 20 hours at the rate of \$53.20/hr. not to exceed \$1,064 for the 2021-2022 school year.

10.14 Recommend the Board of Education approve the resignation of Jill Epstein, teacher, effective August 30, 2021 for the 2021/2022 school year.

10.15 Recommend the Board of Education approve the resignation of Skye Tiplady, teacher, effective August 23, 2021 for the 2021/2022 school year.

10.16 Recommend that the Board of Education rescind approval of Skye Tiplady as an IEP Team Meeting Special Education Teacher Representative for the ESY Program for the 2021-2022 school year.

10.17 Recommend the Board of Education approve New Extra Curricular Positions for the 2021-2022 school year as follows:

<u>Club</u>	<u>Advisor</u>	<u>Stipend</u>
Dance Team/Dance Club	Miss Amato	\$1,425
Crafty Kids: Knit/Sew/Crochet	Mrs. Wiesel	\$1,425
	Miss Schlosser	\$1,425
Math Club	Mrs. Sypniewski	\$1,425
Odyssey of the Mind	Mrs. Sypniewski	\$1,425

10.18 Recommend the Board of Education approve Cheryl L. Salway as Supervisor of Curriculum & Instruction with a rate of \$85,00.00 per year, to start July 1, 2021 for the 2021-2022 school year

10.19 Recommend the Board of Education approve the payout of 10 (ten) vacation days for the following administrators for the 2020/2021 school year:

Brent MacConnell
Debi Avento
Roseanne Ansell

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

On a roll call vote, 7 members voted yes, 2 members were absent.

11.0 Policy ~ Mrs. Humes

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

12.0 School and Community Relations ~ Mrs. Gourley-Thompson

12.1 Committee Report: Mrs. Gourley-Thompson reported that the Committee did not meet this month.

13.0 Old Business ~ There is no Old Business.

14.0 New Business ~ There is no New Business.

15.0 Public Participation ~ There was no Public Participation.

16.0 President's Comments ~ Mr. Sweeney

Mr. Sweeney commented that 2020/2021 is in the rear view. He thanked everyone for their efforts in getting us to the finish line this year. He wished everyone a happy and healthy summer and will see everyone in three months.

17.0 Adjournment

- 17.1 It was motioned by Mrs. Hemel, seconded by Mrs. Groom, to adjourn the meeting at 7:50p.m.

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

On a voice vote, 7 members voted yes, 2 members were absent.

Respectfully Submitted,

Debi Avento
Business Administrator/Board Secretary