

**BOARD OF EDUCATION  
MONTVALE, NEW JERSEY  
REGULAR PUBLIC BUSINESS MEETING MINUTES  
SEPTEMBER 18, 2017**

The Board of Education of the Borough of Montvale, County of Bergen, State of New Jersey, entered Regular Public Meeting Session on Monday, September 18, 2017 in the Instructional Media Center of Fieldstone Middle School, Spring Valley Road, Montvale NJ. President Rossig called the meeting to order at 7:44 p.m. Roll call showed the following to be present: Mrs. Baskin, Mr. Carvelli, Mr. DiFiore, Mrs. Foley, and Mr. Rossig. Mrs. Bagdat and Mrs. McGauley-Eichhorn were absent. Also present were Dr. Petersen, Superintendent of Schools; Mrs. Wasserman, Board Secretary/Business Administrator; and no members of the public.

Mr. Rossig read the **Open Public Meetings announcement** as follows:

"The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Board of Education of the Borough of Montvale has caused notice of this meeting to be published by having the date, time and place thereof posted by Borough Hall/Montvale Public Library, the Board Secretary's Office, posted on the district web site, and such notice given to *THE RIDGEWOOD NEWS* and *THE RECORD*."

**COMMENTS BY THE BOARD PRESIDENT**

Mr. Rossig announced that no smoking is allowed and that pre-approval of audio or video recording by the public is required.

**PRIVATE SESSION**

**Mrs. Baskin introduced motion 4.1 as follows, which motion was seconded by Mr. Carvelli and was unanimously approved.**

Motion 4.1      **WHEREAS**, the Open Public Meetings Act and the Montvale Board of Education reserve the right within the constraints of State Law to sit in Private Executive Session, and

**WHEREAS**, there now exists a need for this Board of Education to meet in Executive Session, now therefore

**BE IT RESOLVED** that the Montvale Board of Education recess into Executive Session to discuss exempt matters as follows:

Superintendent's Report of Harassment, Intimidation, Bullying  
Personnel – New Hires, Salary Guide Advancements, Employee Stipends,  
Resignations

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**AND BE IT FURTHER RESOLVED** that the public will be informed

1. When the Board reconvenes to the Regular Meeting business portion of this meeting this evening; or
2. At a later date, undetermined at this time.

## **RECONVENE IN PUBLIC SESSION at 8:07 p.m.**

At 8:07 p.m. the Board returned to public session. Roll call showed the following to be present: Mrs. Baskin, Mr. Carvelli, Mr. DiFiore, Mrs. Foley, and Mr. Rossig. Mrs. Bagdat and Mrs. McGauley-Eichhorn were absent. Also present were Dr. Petersen, Superintendent of Schools; Mrs. Wasserman, Board Secretary/Business Administrator; and 13 members of the public. The Board President restated the open public meetings announcement and led those present in the Pledge of Allegiance. He welcomed the public and invited them to sign the attendance sheet, if they so chose. He announced that no smoking is allowed and that pre-approval of audio or video recording by the public is required.

## **SUPERINTENDENT'S REPORT**

**Superintendent's Report** – Dr. Petersen thanked the town for inviting the BOE to attend the Borough's September 11 Memorial Service, noting it was a well-organized and beautiful event. Last week was the first full week of school this year, with Fieldstone's Back to School Night on Thursday 9/14, the first PTO meeting of the year on Friday 9/15, followed by the PTO Ice Cream Social at Memorial on Friday evening 9/15. Both were great events and Dr. Petersen thanked the staff for ensuring the success of both events. A number of events are upcoming including the district DEAC meeting on 9/19; Memorial Back to School Night on 9/28, and the District Crisis Management meeting on 9/29.

**District Enrollment:** Total district enrollment in September is 993 students; 527 at Memorial and 466 at Fieldstone.

**New Teacher Welcome:** Dr. Petersen introduced the new teachers and thanked the administrative team on doing such a great job hiring and bringing in an amazing group of new teachers. President Rossig also welcomed the new teachers to the staff.

## **RECESS FOR THE PURPOSE OF A RECEPTION FOR NEW EMPLOYEES**

At 8:15 p.m. Mrs. Baskin introduced a motion for the Board to recess for the purpose of a reception for the Board and members of the public to meet new employees. The motion was seconded by Mrs. Foley and was unanimously approved.

The Board reconvened at 8:40 p.m. with all members present as noted above, as well as three members of the public.

## **HEARING FROM THE PUBLIC ON AGENDA ITEMS**

No members of the public wished to be heard.

## **BOARD BUSINESS**

**Mr. Carvelli introduced motions 8.1 through 8.3, which motions were seconded by Mrs. Foley. On a roll call vote, all members present voted Aye.**

### *MINUTES*

Motion **RESOLVED**, that there be accepted, as written, the minutes of the following  
8.1 meetings:

August 28, 2017

*HARASSMENT, INTIMIDATION, BULLYING*

Motion **RESOLVED**, that there be affirmed the Superintendent of School's decisions  
8.2 and resulting consequences, if any, in response to reported acts of harassment, intimidation and/or bullying as itemized in executive session.

*SUPERINTENDENT MERIT GOALS FOR 2017-2018*

Motion **WHEREAS** the Montvale Board of Education does hereby agree to the following  
8.3 contractual Merit Goals for the Superintendent of Schools, Dr. Darren Petersen, for the 2017-18 school year as developed and designed within the requirements of the New Jersey State Department of Education pursuant to N.J.A.C. 6A:23-A:3.1;

**Qualitative Goal #1: (2.5% / \$4,327.00)**

To foster a more positive climate and culture in the district, the Superintendent will create and administer a survey to faculty and staff regarding the school climate. The Superintendent will then create a leadership cohort of teachers and administrators to meet three (3) times during the year to discuss ways to enhance a positive climate and culture in the schools.

**Qualitative Goal #2: (2.5% / \$4,327.00)**

In coordination with the District Evaluation Advisory Committee (DEAC), the Superintendent will evaluate assessment data from Measures of Academic Progress (MAP) and develop recommendations for professional development. The Superintendent will work with the DEAC to identify the instructional level of students and target instruction based on students' strengths and needs. Note: This is the first year for the Montvale Schools will be utilizing the MAP assessment. MAP will be utilized in grades 1-8.

**Quantitative Goal #3: (3.33% / \$5,764.00)**

In order to expand the work of the Innovation Team from last year, this school year, the Innovation Team will visit at least 3 schools with flexible student spaces and present a plan to the Board of Education with at least 3 recommendations for the design and development of collaborative areas as well as adjustments to schedules and/or procedures to increase the number of minutes when students can interact meaningfully and productively.

**BE IT RESOLVED** that the merit goals for Dr. Petersen be submitted to the Executive County Superintendent of Schools for review and approval.

**EDUCATION COMMITTEE**

**Mrs. Baskin introduced motion 9.1 through 9.24, which motions were seconded by Mrs. Foley. On a roll call vote, all members present voted Aye.**

*NEW CONTRACT AWARD – TEACHING ASSISTANT*

Motion **RESOLVED**, that there be approved an award of contact, subject to Chapter 116,  
9.1 P.L. 1986, to Todd Thorstenson, Teaching Assistant with compensation of \$14.00 per hour, for the period October 1, 2017 through June 30, 2018, subject to continued student need.

*LUNCHROOM AIDES- 2017-2018*

Motion **RESOLVED**, that there be approved employment to the below list of individuals,  
9.2 as Lunchroom Aides, subject to Chapter 116, P.L. 1986, in the Montvale Public Schools during the 2017-2018 school year:

Name	School	Effective Dates	Rate
Kristen Rothschild	Memorial	9/19/17-6/30/18	\$11.75 per hour
Joyce Priestner	Memorial	9/19/17-6/30/18	\$11.75 per hour
Margaret Meehan	Memorial	9/6/17-6/30/18	\$12.00 per hour
Cristina Schlemm	Fieldstone	9/6/17-6/30/18	\$15.00 per period

*MONTVALE CHILD CARE ASSISTANT SITE COORDINATOR*

Motion **RESOLVED**, that Gina Sconza be employed as Fieldstone Middle School  
9.3 Montvale Child Care Assistant Site Coordinator, with compensation at \$30 per hour, retroactively for the period September 6, 2017 through June 30, 2018.

*SALARY GUIDE ADVANCEMENT*

Motion **RESOLVED**, that there be approved advancement on the salary guide for  
9.4 the following, under the provisions of the Board/MEA Agreement:

Effective: October 15, 2017:

Belia Hernandez advances from MA+15 to MA+30

Geralyn Westervelt advances from MA to MA+15

Danielle Guertin advances from MA to MA+15

*REVISED ANNUAL CONTRACT – 7<sup>th</sup> GRADE MATH*

Motion **RESOLVED**, that Jillian Diamond, be approved as a certified teacher for  
9.5 the 2017-2018 school year in accordance with the Board/MEA Agreement at an annual base salary of \$69,010.00, plus an additional 12.5%, (\$8,626.25), for teaching an additional class period, for total school year 2017-2018 compensation of \$77,636.25.

*REVISED ANNUAL CONTRACT – MIDDLE SCHOOL FRENCH*

Motion **RESOLVED**, that Amy Leon, be approved as a tenured, certified teacher for  
9.6 the 2017-2018 school year in accordance with the Board/MEA Agreement at an annual base salary of \$63,865.00, plus an additional 12.5%, (\$7,983.12), for teaching an additional class period, for total school year 2017-2018 compensation of \$71,848.12.

*ADDITIONAL CLASS PERIODS*

Motion **RESOLVED**, that the following teachers be compensated to provide student  
9.7 instruction during an additional period, effective September 1, 2017 through June 30, 2018 with compensation at the teacher’s per period salary; and no compensation for days not worked:

Teacher	Subject	Sessions Per Week	Maximum Sessions
Karen Doran	Social Studies	Up to two	80
Tammy Chavez	Social Studies	Up to two	80
Andrew Del Mauro	Adaptive Physical Education	Up to two	80

*SUMMER EMPLOYMENT – CST IEP INITIAL PLANNING MEETINGS*

Motion **RESOLVED**, that there be approved 2017 summer employment for the following  
 9.8 in accordance with the Board/MEA Agreement, to attend required student IEP meetings:

<b>Name</b>	<b>Dates</b>	<b>Hours</b>	<b>Hourly Rate</b>
Nicole Damion	August 30, 2017	2 hrs.	\$28.59/hr.
Gina Sconza	August 7, 25, and 29, 2017	3.5 hrs.	\$36.11/hr.
Clarisse Nicol	August 30, 2017	2 hrs.	\$41.27/hr.
Jessica Gutierrez	August 25, 2017	1 hrs.	\$34.34/hr.

*ADDITIONAL COMPENSATION - TEACHING ASSISTANTS*

Motion **RESOLVED**, that there be approved employment of the following teaching  
 9.9 assistants for additional compensation for the 2017-18 school year:

<b>Name</b>	<b>Responsibility</b>	<b>Timing</b>	<b>Compensation</b>
Barbara Dym	Assist special needs student at FMS Chorus Club	FMS Chorus Club meetings Tuesdays and Fridays from 7:45-8:35. FMS Choral Concerts	\$15.13 per hour
Andrea Riotto	Assist special needs student in the bathroom	Daily	\$100 per month
Linda Haggerty	Supervise special needs student at Camp Raspberry	9am-12:00pm on 11/18/17; 12/9/17; 3/17/18; and 5/19/18.	\$14.39 per hour

*SUMMER EMPLOYMENT – S. PELLEGRINO*

Motion **RESOLVED**, that there be approved employment of Steven Pellegrino, for up to  
 9.10 five days of summer work, retroactively, to fulfill the responsibilities of the Memorial Elementary School Assistant Principal.

*PLAYGROUND/BUS DUTY*

Motion **RESOLVED**, that there be approved employment of the following for  
 9.11 playground/bus duty supervisors for the 2017-18 school year, with compensation as per the Board/MEA Agreement:

MS – Nicole Damion	a.m. blacktop
MS – Joan Bain	a.m. blacktop
MS – Belia Hernandez	p.m. bus duty
FMS – Cristina Schlemm	a.m. bus duty

*CURRICULUM FACILITATOR*

Motion **RESOLVED**, that Darlene Gonzalez be employed as Curriculum Facilitator  
 9.12 for World Language to support Study Skills for an annual stipend of \$2,500.

*CO-CURRICULAR/INTER-SCHOLASTIC ADVISORS*

Motion **RESOLVED**, that there be approved Co-Curricular/Inter-Scholastic advisor  
 9.13 appointments subject to sufficient enrollment for the 2017-18 school year as follows,  
 with compensation as per the Board/MEA Agreement:

Co-Curricular	Advisor	School	Type	Year as Advisor
Soccer (Girls')	Amy Hennessy / Ann Behrens	FMS	Type IV	8 <sup>th</sup> yr. / 1 <sup>st</sup> yr

*RESIGNATIONS (MOTIONS 9.14-9.21)*

Motion **RESOLVED**, that there be accepted, the resignation of Natalie Crowley,  
 9.14 MCC Teacher Aide, effective September 1, 2017.

Motion **RESOLVED**, that there be accepted, the resignation of Kathy Passaro, as 8<sup>th</sup> Grade  
 9.15 Team Leader, effective September 1, 2017.

Motion **RESOLVED**, that there be accepted, the resignation of Margaret Tahtabrounian,  
 9.16 Teaching Assistant, effective September 6, 2017.

Motion **RESOLVED**, that there be accepted, the resignation of Janet Mahoney, MES  
 9.17 Lunchroom Aide, effective August 30, 2017.

Motion **RESOLVED**, that there be accepted, the resignation of Maria Karsos, Teaching  
 9.18 Assistant, effective August 17, 2017.

Motion **RESOLVED**, that there be accepted, the resignation of Gina Sconza, from the  
 9.19 positions of MES A.M. Blacktop and MES P.M. Bus Duty for the 2017-2018  
 school year.

Motion **RESOLVED**, that there be accepted, the resignation of Julie Homa, Teaching  
 9.20 Assistant, effective August 25, 2017.

Motion **RESOLVED**, that there be accepted, the resignation of Adrienne Black,  
 9.21 Teaching Assistant, effective September 25, 2017.

*FIELD TRIP DESTINATIONS*

Motion **RESOLVED**, that there be approved the following location as destinations  
 9.22 for educational field trips during the 2017-2018 school year:  
 Storm King Art Center, New Windsor NY

*NEW CURRICULUM ADOPTIONS*

Motion **RESOLVED**, that there be approved revised curriculum as updated by the  
 9.23 Pascack Valley Regional Curriculum Committee and listed below:

Comprehensive Health & Physical Education	Science
English Language Arts	Social Studies
Mathematics	World Languages

**EDUCATIONAL TRAVEL**

Motion 9.24 **WHEREAS**, the Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

**WHEREAS**, the Board of Education acknowledges that on-going professional development is critical to the instructional needs of the district or may further the efficient operation of the school district, and providing said training may require travel expenses;

**THEREFORE BE IT RESOLVED**, that the Board authorize employee and Board Member attendance in informational programs directly related to, and within the scope of the listed job title’s current responsibilities, and/or training opportunities as follows with payment of expenses, if applicable, based on the federal travel regulations provided that such expenses are within the annual maximum travel expenditure amount:

<b>Date</b>	<b>Employee</b>	<b>Workshop</b>	<b>Cost (Not to Exceed)</b>
10/23/17	Gourage, Christina	Addressing Challenging Behaviors in the School Environment	\$130
9/14/17	Scherer, Richard	Required Training: Writing Effective HIB Reports	\$176
10/10/17	Scherer, Richard	Overview of Discrimination Law & Role of Affirmative Action Officer	\$176
11/16-11/17, 2017	Westervelt, GERALYN	NJ Assoc. of School Librarians Conference	\$465
10/12/17	Jachens, Lindsey	Differentiated Math Instruction for the K-8 Classroom	\$7.00
10/2-10/2, 2017	Escoffery, Tenley	Art Educators of NJ Annual Conference	\$298

**FINANCE COMMITTEE**

**Mr. DiFiore introduced motions 10.1 through 10.7, which motions were seconded by Mrs. Foley. On a roll call vote, all members present voted Aye.**

**VOUCHER PAYMENTS**

Motion 10.1 **RESOLVED**, that there be approved/ratified for payment vouchers in the total amount of \$963,131.08 as follows:

**General Fund**

Appendix “A”	Book Transfers for 7/14 & 7/28 Payrolls and Wire Transfer for State Health Benefits	\$528,587.52
Appendix “A-1”	Checks #8288-8398	\$406,866.17
Appendix “A-2”	Check #8399	\$19,090.95

**Student Activities Fund**

Appendix “A-3”	Checks #2236-2239	\$8,586.44
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*APPROPRIATION TRANSFERS*

Motion **RESOLVED**, that there be approved line item appropriation transfers to the  
 10.2 2017-18 budget as follows:

From	Account	To	Account	Amount	Explanation
11-000-213-300-1-00	Health Prof Services	11-000-213-600-2-13	Health Supplies FMS	\$1,500	504 Student Supplies
11-000-217-100-1-01	Extraordinary Svcs Aide	11-000-217-106-1-01	Special Ed One to One	\$25,000	Transfer between salary lines
11-000-219-390-5-00	Diag/Eval/Neuro/Psych	11-000-222-600-2-00	Other Library Materials FMS	\$2,000	Initial school year expense overage
11-000-262-100-1-06	Lunch Program Aides	11-000-262-106-1-01	Salaries Lunch Aides	\$70,590	Update Lunch Aide Account
11-190-100-610-1-27	General Supply Equip	11-190-100-610-2-39	FMS AV/Video/Computer	\$4,000	Annual Printer Toner
11-190-100-610-1-27	General Supply Equip	11-190-100-610-3-39	MS AV/Video/Computer	\$4,000	Annual Printer Toner
11-190-100-610-2-11	FMS General Teaching	11-190-100-610-2-25	Fieldstone Handbooks	\$230	Initial school year expense overage
11-190-100-610-2-11	FMS General Teaching	11-190-100-610-2-23	Fieldstone Industrial Arts	\$650	Initial school year expense overage
11-190-100-610-2-11	FMS General Teaching	11-190-100-610-2-16	Fieldstone Phys Ed	\$200	Initial school year expense overage
11-190-100-610-2-14	Fieldstone Math	11-190-100-610-2-15	Fieldstone Science	\$1,140	To purchase Explore Learning Gizmos
11-190-100-610-2-51	FMS Non Instruc Equipt	11-190-100-610-2-15	Fieldstone Science	\$1,100	To purchase Explore Learning Gizmos
11-190-100-610-2-11	FMS General Teaching	11-190-100-610-2-12	Fieldstone Art	\$1,100	Additional supplies for Digital Photography Curriculum
11-190-100-610-2-20	FMS Social Studies	11-190-100-640-2-00	Fieldstone TextBooks	\$4,600	New Social Studies Textbooks
11-190-100-610-3-11	MS General Teaching	11-190-100-610-3-14	Memorial Math	\$100	Initial school year expense overage
11-240-100-610-3-00	ESL Supplies	11-190-100-610-3-20	Memorial Social Studies	\$50	Initial school year expense overage
11-240-100-610-3-00	ESL Supplies	11-190-100-610-3-28	Memorial IR/CT	\$50	Initial school year expense overage
11-215-100-320-5-00	Preschool Purchased Services	11-215-100-600-3-11	Preschool Supplies	\$300	Initial school year expense overage
11-215-100-320-5-00	Preschool Purchased Services	11-204-100-300-1-01	LD Purch Prof Services	\$1,757	In class Yoga

*BOARD CERTIFICATION – JULY*

Motion **RESOLVED**, that the Montvale Board of Education approve the following  
 10.3 reports as of July 31, 2017: The Board Secretary Report and The Cash Report, attached as Appendix “B” to the minutes of this meeting..

Motion **RESOLVED**, that pursuant to N.J.A.C. 6A:23-2.11 [c]4, the Montvale Board of  
 10.4 Education certifies that as of July 31, 2017, after review of the Board Secretary's monthly financial reports [appropriations section], and upon consultation with the appropriate district official, to the best of our knowledge, no major account or fund has been over-expended in violation N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.



**DISPOSALS - TEXTBOOK**

Motion **RESOLVED**, that approval be given to sell the following textbooks; or to dispose  
10.5 of the following textbooks if they are over 10 years old; or to dispose the following textbooks subsequent to their 120 day posting on the New Jersey Textbook Sharing Website if they are less than 10 years old:

Title	Author/Publisher	ISBN	Year Published	Quantity
Scott Foresman Math	Pearson	0-328-03020-1	2004	48

**OUT-OF- DISTRICT CONTRACTS – 2017-18**

Motion **RESOLVED**, that the Montvale Board of Education approves Special Education  
10.6 out-of-district placements and contracted tuition and aide costs for the 2017-18 school year as follows:

Out-of-District School	Location	Tuition July-June 2017-18	Aide	State Student ID#
Bergen County Special Services	Visions Paramus Middle School	\$59,400	N/A	4970659955
Bergen County Special Services	Washington Emerson	\$81,000	N/A	6577940897

**PROFESSIONAL SERVICES AGREEMENT – WEST BERGEN MENTAL HEALTHCARE 2017-18**

Motion **RESOLVED**, that the Board of Education enter into a professional services  
10.7 agreement with West Bergen Mental Healthcare to provide mental health assessments and school clearance letters for the period September 1, 2017 through June 30, 2018. Fees are as follows:

- Assessment by LCSW, LPC, or Psychologist - \$153.00 fee.
- Assessment by Advance Practice Nurse, Board Certified in Behavioral Health, - \$204.00 fee.
- Assessment by Psychiatrist - \$319.00 fee

**COMMITTEE REPORTS**

**Education Committee** – Mrs. Baskin and Mrs. Foley reported on an Education Committee meeting that took place earlier on 9/18/17. They reviewed an extensive agenda. DyKnow is a new monitoring service being rolled out at Fieldstone to allow staff to monitor student web access. The committee also discussed the MAP testing plan. Another topic was the cycle classes and Mrs. Baskin requested the administration continue to look at scheduling so students don't have to choose one course over another. The committee also visited the new Fieldstone 2<sup>nd</sup> Floor Reading Commons, noting it provides an exciting new learning environment, helping to meet the learning needs of all the students.

## **BOARD MEMBER REPORTS/COMMENTS**

Mrs. Baskin attended the first PTO meeting of the year and highlighted and thanked the PTO for the \$30,000 donation made to the schools at the end of the 2016-17 school year. She also noted the PTO efforts are off to a strong start, with a successful bake sale at the Fieldstone Back To School night.

Mr. Rossig recommended we invite the PTO and MEF Executive Boards to an upcoming BOE meeting to formally thank them for all they do. The Board discussed the differences between the two organizations and how the individual organizations support the schools.

Mr. Carvelli asked if the town or school had accessed any new grants through the office of Representative Josh Gottheimer.

## **COMMUNICATIONS**

No communications were shared.

## **OLD BUSINESS**

Mr. DiFiore asked if the police and district ran a DARE program. Dr. Petersen and Mrs. Foley explained that in 2017-18, the sixth graders would be participating in a LEAD program.

Mr. Carvelli asked if the town had plans to clear the brush around the Kinderpath. Dr. Petersen and Mrs. Wasserman will reach out to the Borough DPW.

Mrs. Wasserman reviewed the financial transfers on the Board Agenda as part of the Board's ongoing school finance training.

Dr. Petersen provide an update on the lightning detection system noting the Borough gave permission for the district to take down the old system and test the strobe light on the new device at Fieldstone.

Dr. Petersen spoke with the Physical Education department on the importance of sand bags on the soccer goals.

## **NEW BUSINESS**

Mr. DiFiore noted the sighting of a skunk at Memorial School in the night time. The District will monitor the situation.

## **HEARING FROM THE PUBLIC**

Mrs. Elizabeth Gloeggler, Montvale Councilwoman, provided an update. The Wegman's Ribbon Cutting is Friday 9/22/17 with the official store opening Sunday 9/24/17. The Borough hired special counsel to advise on the Hekemian property. The Borough is moving ahead with CoolPlay to turf the fields behind Fieldstone. Lastly the borough television station has started a new schedule and will be producing some of its own shows.

Alex Austin, Fieldstone teacher, reiterated that DyKnow is going to be a great tool for the staff and the upcoming professional development on the tool will be well received.

**MOTION TO ADJOURN**

**Mrs. Foley introduced motion 19.1 as follows, which motion was seconded by Mr. DiFiore and passed unanimously.**

Motion 19.1        **RESOLVED**, that this meeting be adjourned at 9:51 p.m.

Respectfully submitted,

Andrea Wasserman  
Board Secretary