

BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY

School Board Meeting
February 26, 2014

Call to Order: President Calvo called the meeting of the Glassboro Board of Education to order at 6:00 p.m. at the Beach Administration Building.

Executive Session: Mr. Calvo moved, seconded by Mr. Keith for the Board to convene in Executive Session at 6:00 p.m.
The motion was approved by unanimous roll call vote.

Mrs. Kane moved, seconded by Mr. Keith that the Executive Session be adjourned.
The motion was approved by unanimous roll call vote.

Public Session: President Calvo reconvened the Glassboro Board of Education at 7:00 p.m. at the Beach Administration Building.

Statement of Public Notice of Meeting in accordance with New Jersey Open Public Meetings Act: President Calvo announced that public notice of the meeting has been made in accordance with the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975.

Notice included the time, date and place of the meeting and to extent known, the agenda.

Members Present: Mr. Calvo, Mrs. Jones, Mrs. Kane, Mr. Keith, Mrs. Longley, Mr. Stephens, Ms. Volz, Superintendent Silverstein, Curriculum Director Sochor, and Business Administrator/Board Secretary Pudelko.

Members Absent: Mr. Marino, Mr. McDonald

Visitors: 26

Flag Salute: The Flag Salute was given by all present.

Approval of Minutes: President Calvo asked if there were any additions or corrections to the minutes. Mr. Stephens moved, seconded by Ms. Volz that the minutes of the Executive Session, January 29, 2014, and the minutes of the Public Session, January 29, 2014, be approved.
The motion was approved by unanimous roll call vote.

Opportunity for Public to Address the Board: None at this time

Superintendent's Report: The Superintendent reported on the following:

- Bond Referendum Meeting on March 4, 2014 at Glassboro High School to answer questions.

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- 3 HIB Cases in January
(2 – Glassboro High School, 1 – Thomas E. Bowe School)
- Attended Excellent Black History Presentations
- New Hires:
 - Danielle Sochor, Interim Child Study Director
 - Victor Szwanki, Substitute Athletic Trainer
 - Edward Ewing, Special Education Aide
 - Rebecca Peterson, Assistant Softball Coach
 - James Screven, Assistant Track & Field Coach
 - Caitlyn Troilo, Head Softball Coach
 - Jason Fingerman, Head Boys Tennis Coach
 - Michael O'Brien, Part-Time Network Support Technician

Mrs. Kane moved, seconded by Mr. Stephens that the Superintendent's Report be accepted.
The motion was approved by unanimous roll call vote.

Presentations:

Mr. Kriston Matthews, Principal, Glassboro Intermediate School, presented the 2013-2014 Middle School Student Leadership Institute Attendees:

Zaki Muhammad – Grade 7
Simone Rosario Dixon – Grade 7
Kayla Young – Grade 7
Brenna Higgs – Grade 7

Jeneen Callahan, Teacher, Glassboro Intermediate School and Danielle Altersitz-Finger, Coach, presented the South Jersey Edge U16 Field Hockey Club Member Medal and Trophy Winner at Disney Field Hockey Showcase in Orlando, Florida:

Jordyn Wigglesworth

Kriston Matthews, Principal, presented the Glassboro Intermediate School Annual Report to the Board of Education.

Danielle Sochor, Director of Curriculum and Personnel, presented Excellent Educators for New Jersey (EE4NJ) Pilot Program Principal Effectiveness Evaluation System to the Board of Education.

George Weeks, Director of Technology, presented Partnership for Assessment of Readiness for College and Careers (PARCC) to the Board of Education.

Operations
Report:

Donation:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the attached donation of furniture from ECR4KIDS. In order to accept this donation, the district is required to pay for the shipping cost estimated to be \$400.00. (Attachment O:1)
The motion was approved by unanimous roll call vote.

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Joint Transportation
Agreement:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the Joint Transportation Agreement with Monroe Township School District (as the Host District) and Glassboro Public Schools (as the Joiner District) for the transportation of one student to St. Joseph's High School, Hammonton, Route P18M, in the amount of \$884.00 for the 2013-2014 school year. (Attachment O:2)

The motion was approved by unanimous roll call vote.

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the following Reports and Attachments:

- Warrant Account Bill List – February 2014 (Attach. O:3)
- Handwritten Check List – January 1-31, 2014 (Attachment O:4)
- Board Secretary's Report – January 2014 (Attachment O:5)
- Revenue Report – January 2014 (Attachment O:6)
- Treasurer's Report – January 2014 (Attachment O:7)

The motion was approved by unanimous roll call vote.

Board Secretary's Reports in accordance with 18A:17-36 and 18A:17-9 for the month of January 2014. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23-2. 11(c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Treasurer's Reports in accordance with 18A:17-36 and 18A:17-9 for the month of January 2014. The Treasurer's Reports and Secretary's Reports are in agreement for the month of December 2013.

Board Secretary in accordance with N.J.A.C. 6A-23-2.11 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification – pursuant to N.J.A.C. 6A:23-2.11 (c)4. We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 (c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Transfer
Authorization:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the authorized transfers for January 2014. (Attachment O:8)

The motion was approved by unanimous roll call vote.

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Board
Policies:

First
Reading:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the following Policies/Regulations for a First Reading:

- a) Regulation 2431.1 - Emergency Procedures for Athletic Practices and Competitions (Attachment O:9)
- b) Regulation 2431.2 - Medical Examination to Determine Fitness for Participation in Athletics (Attach. O:10)
- c) Policy 3230 Outside Activities – Teaching Staff (Attachment O:11)
- d) Regulation 3230 - Outside Activities – Teaching Staff (Attachment O:12)
- e) Policy 3281 – Inappropriate Staff Conduct – Teaching Staff (Attachment O:13)
- f) Regulation 3281 – Inappropriate Staff Conduct – Teaching Staff (Attachment O:14)
- g) Policy 4230 – Outside Activities – Support Staff (Attachment O:15)
- h) Regulation 4230 – Outside Activities – Support Staff (Attachment O:16)
- i) Policy 4281 – Inappropriate Staff Conduct – Support Staff (Attachment O:17)
- j) Regulation 4281 – Inappropriate Staff Conduct – Support Staff (Attachment O:18)
- k) Policy 6113 – E-Rate (Attachment O:19)
- l) Policy 6163 – Advertising on School Property (Attachment O:20)
- m) Policy 7522 – School District Provided Technology Devices to Staff Members (Attachment O:21)
- n) Policy 7523 – School District Provided Technology Devices to Pupils (Attachment O:22)

The motion was approved by unanimous roll call vote.

Telecommunications
Vendors:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the following Telecommunication Vendors for the 2014-2015 school year for the district to qualify for e-rate funds: (Attachment O:23)

- LSI for Internet Services and Voice Services (via PRI circuits and POTS lines for alarms) for the district
- X-Tel Communications for Internet Service and Voice Services (via PRI circuits and POTS lines for alarms) for the district
- Windstream Internet Service and Voice Services (via PRI circuits and POTS lines for alarms) for the district
- Verizon Wireless for district cellular series
- Comcast for Internet Services for backup Internet
- Schoolwires for Hosted Web Services – Nimbus Web Services. (Nimbus provides a moderated and secure interactive classroom in a social networking format; e.g., Facebook for the classroom)

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The motion was approved by unanimous roll call vote.

*Informational Note: Approval of LSI, X-Tel Communications and Windstream is for erate application processing and funding qualification. Only 1 vendor will be officially selected and used for delivery of services. Erate would then be notified that the other vendors have been disconnected, but we would still have qualified for funding for the vendor we stay with.

Source4Teachers
Contract, 2014-2015:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve to contract with Source4Teachers to provide substitutes for the 2014-2015 school year, effective July 1, 2014. (Attach. O:24)
The motion was approved by roll call vote with Mr. Calvo abstaining.

Security Drill
Report:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the attached Security Drill Report for January 2014. (Attachment O:25)
The motion was approved by unanimous roll call vote.

Mr. Calvo moved, seconded by Mr. Keith that the Board accept the Operations Report.
The motion was approved by unanimous roll call vote.

Administration
Report:

Resignations:

Mr. Calvo moved, seconded by Mr. Keith that the Board ratify the resignation of Robert Lightcap, effective February 7, 2014.
The motion was approved by unanimous roll call vote.

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the resignation of Kristi Jennings, effective April 18, 2014.
The motion was approved by unanimous roll call vote.

Leaves of
Absence:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve a leave of absence for Heather Adams beginning January 30, 2014 with an anticipated return date of February 18, 2014.
The motion was approved by unanimous roll call vote.

Lauren Wilson will be utilizing FMLA beginning February 20, 2014 with an anticipated return date of March 10, 2014.

Retirement:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the retirement of Jacqueline Tartaglione, effective July 1, 2014.
The motion was approved by unanimous roll call vote.

Substitute
List #6:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve Substitute List #6 for the 2013-2014 school year. (Attach. A:1)
The motion was approved by unanimous roll call vote.

Long-Term
Substitute:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve Victor Szwanki, pending receipt of a positive criminal history background check, as Long-Term Substitute Athletic Trainer, effective date to be determined through June 20, 2014, 40 hours

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per week maximum at \$35.00 per hour and ratify payment of \$35.00 for 4 hours on December 21, 2014 due to an emergency situation.

The motion was approved by unanimous roll call vote.

Special Education Aide, 2013-2014:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve Edward Ewing, pending a positive criminal history background check, as Special Education Aide at the Dorothy L. Bullock School for the 2013-2014 school year. Mr. Ewing will work from 1:00 p.m. to 2:45 p.m. until completion of a 30-day notice and will then work from 8:15 a.m. to 2:30 p.m. for the remainder of the year. Salary is \$13.57 per hour and the start date to be determined.

The motion was approved by unanimous roll call vote.

Assistant Softball Coach, 2014:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve Rebecca Peterson as Assistant Softball Coach for the 2014 spring season, Step 1, at a salary of \$2,881.67.

The motion was approved by unanimous roll call vote.

Head Softball Coach:

Mr. Calvo moved seconded by Mr. Keith that the Board approve Caitlyn Troilo as Head Softball Coach for the 2014 spring season, Step 1, at a salary of \$4,191.52.

The motion was approved by unanimous roll call vote.

Assistant Boys Track and Field Coach, 2014:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve James Screven, pending receipt of an approved County Substitute Certificate, as Assistant Boys Track and Field Coach for the 2014 spring season, Step 1, at a salary of \$2,881.67.

The motion was approved by unanimous roll call vote.

Head Boys Tennis Coach, 2014:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve Jason Fingerman, pending receipt of an approved County Substitute Certificate, as Head Boys Tennis Coach for the 2014 spring season, Step 1, at a salary of \$2,357.73.

The motion was approved by unanimous roll call vote.

Part-Time Network Support Technician:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve Michael O'Brien, pending a meeting with the Superintendent and a positive criminal history background check, as Part-Time Network Support Technician for the 2013-2014 school year, 20 hours per week at \$10.00 per hour. Start date to be determined.

The motion was approved by unanimous roll call vote.

Special Education Summer School Staffing:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve to advertise for the Special Education Extended School Year positions of Principal, Teachers, Nurse, Instructional Aides, Occupational Therapist, and Speech Therapist. This program is paid for through IDEA Funds and offers a program to combat regression of student skills over the summer. The program runs for 4 weeks, 4 days per week, 4 hours per day for students and aides, 4.5 hours per day for teachers, and 5 hours per day for the principal. Teachers have one set up day in June and the Principal has several prep days for interviews and arranging materials.

The motion was approved by unanimous roll call vote.

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Event
Staff:

Mr. Calvo moved, seconded by Mr. Keith that the Board ratify the following staff members to work home athletic events as chain crew, ticket sellers, ticket takers, security, site managers, clock/timers, field markers (track), videotaping, scoreboard operators and announcing, effective December 19, 2013:

Karen Hopper
Tina Glacken-Brown

The motion was approved by unanimous roll call vote.

Mr. Calvo moved, seconded by Mr. Keith that the Board ratify Christopher Wood to work home athletic events as chain crew, ticket seller, ticket taker, security site manager, clock/timer, field marker (track), videotaping, scoreboard operator and announcing, effective November 1, 2013.

The motion was approved by unanimous roll call vote.

Course
Reimbursement:

Mr. Calvo moved, seconded by Mr. Keith that the Board ratify payment for tuition reimbursement to Bernadette Gennaoui in the amount of \$57.00 for an additional Intermediate Excel Class taken during the semester. All required documentation has been submitted.

The motion was approved by unanimous roll call vote.

Second Back-To-School
Night:

Mr. Calvo moved, seconded by Mr. Keith that the Board ratify the following list of Glassboro High School teachers to work and be paid for the second Back-to-School Night at a rate of \$35.00 per hour effective February 7, 2014. With Block Scheduling, two Back-To-School Nights are scheduled, one in the fall and one in the spring.

Christine Abrams	Christi Baldissero	Dan Beaver
Joan Beebe	Melissa Callahan Part-Time Employee	Joyce Calzonetti
John Cino	Jamie Cleary	Caterina Dawson
Janet Donnell	Christina Duffey	Susan Evans
Bruce Farquhar	Nick Forte	William Gallon
Mary Greening	Tara Guiliani	Lynn Hartman
Karmin Humes	Barbara Jones	Michele Keating
Gin Keefer	Patricia Little	James Moore
Maureen Morrison	Rich Morrison	Art Myers Only one hour
Herb Neilio	Lynlee Phillips	Susan Powers
Robert Preston	Wayne Rulon	Janice Rynkiewicz
Tina Spadafora	Amy Stewart	Kim Syvertsen
Teresa White	Christopher Wood	Patricia Yañez

The motion was approved by unanimous roll call vote.

Volunteer Baseball Coach/
Assistant Baseball Coach's Aide:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve John Polillo as Volunteer Baseball Coach's/Assistant Baseball Coach's Aide for the 2014 season, effective March 1, 2014.

The motion was approved by unanimous roll call vote.

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Spring Athletic
Coaches:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the following individuals for 2014 Spring Coach positions effective March 7, 2014:

	<u>Name</u>	<u>Step</u>	<u>Amount</u>
Baseball			
Head Coach	Dan Brown	4	\$6,287.28
Assistant Coach	Keith Wittstock	3	\$3,667.58
Boys Track & Field			
Head Coach	Bruce Farquhar	4	\$6,287.28
Girls Track & Field			
Head Coach	Lynlee Phillips	4	\$6,287.28
Assistant Coach	Jamie Cleary	4	\$3,929.55
Girls Softball			
Assistant Coach	Scott Rogers	1	\$2,881.67

The motion was approved by unanimous roll call vote.

Salary
Increment:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve for a salary increment of \$350 per year for Renee Patrick, Secretary, Glassboro High School, for completion of 30 credits from Camden County College, effective February 27, 2014. The motion was approved by unanimous roll call vote.

Course
Reimbursement:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve for tuition reimbursement for the following staff members for courses taken during the Fall 2013 semester. Required documentation has been submitted.

Bruce Farquhar	\$ 620.00
Lynlee Phillips	\$ 620.00
Gin Keefer	\$2,100.00
Katie Evans	\$2,100.00
Suzanne Carson	\$ 800.00
Richard Morrison	\$2,100.00
Robert Preston	\$1,850.00
Christine Tanfani	\$1,950.00
Ann Michael	\$2,100.00
TOTAL	\$14,240.00

The motion was approved by unanimous roll call vote.

Interim Child Study
Team Director:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve Danielle Sochor as Interim Child Study Team Director, at a rate of \$100.00 per day, effective March 17, 2014, until a new Child Study Team Director is hired. This interim position will be in addition to Ms. Sochor's current duties as Director of Curriculum and Personnel.

The motion was approved by unanimous roll call vote.

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Change of Degree/
Salary Status:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve to amend the Change of Degree/Salary Status for Nicholas Forte from B.A.+30 to M.A.+15 effective February 1, 2014. The motion was approved by unanimous roll call vote.

Mr. Calvo moved, seconded by Mr. Keith that the Board accept the Administration Report. The motion was approved by unanimous roll call vote.

Instruction
Report:

Glassboro Education
Foundation Grants:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the following Glassboro Education Foundation Grants:

Jacquelyn Spears and Denise Barr – “Bulldogs United Through Diversity” - \$2,000.00

Wanda Chudzinski and Eileen Miller – “Art Club Project: Art And The Community” - \$1,928.50

The motion was approved by unanimous roll call vote.

Preschool Program
Plan, 2014-2015:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the One-Year Preschool Program Plan for the 2014-2015 school year. (Attachment I:1) The motion was approved by unanimous roll call vote.

Monster Math Professional
Development Program:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the Monster Math Professional Development Program. The Monster Math Club is an intervention and enrichment program that may be used as a supplement to regular classroom instruction, enrichment for advanced students and intervention for struggling students. Staff coordinators are Sandra Debes and Venetia Miner. There is no cost to the district. (Attachment I:2) The motion was approved by unanimous roll call vote.

Professional Development/
Workshops:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the attached Professional Development/Workshops list. (Attachment I:3) The motion was approved by unanimous roll call vote.

Field
Experience:

Mr. Calvo moved, seconded by Mr. Keith that Board approval be given for Alicia Marie Garcia, Rowan University Clinical Practice student, to complete 560 hours with Mary Greening beginning March 17, 2014 through May 9, 2014. The motion was approved by unanimous roll call vote.

Enrollment
Report:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the attached Enrollment Report for January 2014. (Attach. I:4) The motion was approved by unanimous roll call vote.

Administration of
PSAT:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve to reinstitute the administration of the PSAT to the entire Junior Class sponsored by the school district. The PSAT would be

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administered on a Wednesday during school hours. Payment for the test is \$14.00 per student. Cost to the district is \$2,400.00. The motion was approved by unanimous roll call vote.

Out-of-District
Placements:

Mr. Calvo moved, seconded by Mr. Keith that the Board ratify the placement of Student ID #14-19 at the Bankbridge School for the remainder of the 2013-2014 school year, effective February 6, 2014. Cost to the district is \$15,189.00. The motion was approved by unanimous roll call vote.

Mr. Calvo moved, seconded by Mr. Keith that the Board ratify a One-on-One Aide for Student ID #05-08 for the 2013-2014 school year, effective September 1, 2013. Cost to the district is \$30,000.00. The motion was approved by unanimous roll call vote.

Mr. Calvo moved, seconded by Mr. Keith that the Board ratify placement of Student ID #14-F at Delsea School District from September 1, 2013 through October 21, 2013 as a homeless student. Cost to the district is \$2,023.11. The motion was approved by unanimous roll call vote.

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the placement of Student ID #14-20 at Yale-Williamstown, effective March 3, 2014. Willingboro School District is responsible for tuition and transportation costs. There is no cost to our district. The motion was approved by unanimous roll call vote.

Spring Athletic
Schedules, 2014:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the attached 2014 Spring Athletic Schedules effective March 1, 2014. (Attachment I:5) The motion was approved by unanimous roll call vote.

Anthony J. and James A.
Mirenda Scholarship:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the acceptance of the "Anthony J. and James A. Mirenda Scholarship" with an initial donation of \$5,000.00. A \$500.00 scholarship will be awarded annually to a graduating Glassboro High School senior student who plans to attend a two or four year New Jersey college to study the sciences, art, or special education, and will be selected by the Mirenda Family. The motion was approved by unanimous roll call vote.

CPR/
AED:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve for "Healing Hearts" to provide training to CPR/AED delegates and nursing staff. Hiring "Healing Hearts" allows the purchase of an additional AED through saved funds. All CPR/AED delegates and nursing staff who attend the after-school hours training will be given one day of comp time to be used at the end of this school year or during the 2014-2015 school year. The motion was approved by unanimous roll call vote.

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Home
Schooling:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the Home Schooling for the attached named student for the 2013-2014 school year. (Attachment I:6)
The motion was approved by unanimous roll call vote.

Student Trip to
France, 2015:

Mr. Calvo moved, seconded by Mr. Keith that Board approval be given for a student trip to France during the spring break of 2015. The trip will run from April 7, 2015 through April 15, 2015. Number of students and chaperones partaking in the trip are yet to be determined. As in the past, students will do fundraising in order to defray some of the cost of the trip. This trip is at no cost to the district. (Attachment I:7)
The motion was approved by unanimous roll call vote.

Amended 2013-2014
School Calendar:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve to amend the 2013-2014 School Calendar as follows: April 17, 2014 (originally scheduled as a Spring Break Day) will now be a Teachers In-Service Day with an early dismissal for students. This instruction/in-service day is a make-up day for the snow day on February 14, 2014.
The motion was approved by unanimous roll call vote.

Harassment, Intimidation and
Bullying (HIB) Report:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the attached HIB Report for the month of January 2014. (Attachment I:8)
The motion was approved by unanimous roll call vote.

Suspension
Report:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the attached Suspension Report for January 2014. (Attachment I:9)
The motion was approved by unanimous roll call vote.

Mr. Calvo moved, seconded by Mr. Keith that the Instruction Report be accepted.
The motion was approved by unanimous roll call vote.

Old
Business:

None at this time

New
Business:

None at this time

Opportunity for Public to
Address the Board:

A staff member asked if the Transportation Department could obtain more information regarding the upcoming Bond Referendum and have more frequent Transportation Meetings. She also asked if the Transportation Department could be a part of the CPR/AED Training.

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Adjournment:

Mr. Keith moved, seconded by Mrs. Kane that the meeting be adjourned (8:10 p.m.).
The motion was approved by unanimous roll call vote.

Respectfully submitted,

Walter S. Pudelko
Business Administrator/
Board Secretary