SOUTH BERGEN JOINTURE COMMISSION 500 Route 17 South, Suite 307 Hasbrouck Heights, New Jersey

REGULAR MEETING June 18th, 2019

<u>PLEDGE OF ALLEGIANCE</u> NJ OPEN PUBLIC MEETINGS LAW

The New Jersey Open Public Meeting 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 Business Administrator-Secretary has caused notice of this meeting to be sent to the following announcing time and place thereof, agenda, etc.:

The Record and The Herald News

Notice of this meeting has been posted in the lobby of the Board of Education Office and at the Jointure Commission Public Schools. This is an official meeting of the Board of Education/ South Bergen Jointure Commission.

The meeting was called to order at _____.

ROLL CALL

Members Present: Members Absent: Also Present:

SUPERINTENDENT'S REPORT

HIB Investigation

Special Order of Business Awards and Recognition

APPROVAL OF MINUTES:

Motion: Seconded:

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Regular Meeting of May 8, 2019 be approved.

Action taken:

MEETING OPEN TO THE PUBLIC

REGULAR ORDER OF BUSINESS

2. <u>FINANCE REPORT:</u>

Motion: Seconded:

- 2a. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the FINANCE resolutions as per the attached report are approved. (2b, 2c, 2d, 2e)
- 2b. The Board accepts the Board Secretary's Report as of April 30, 2019 and approves "Pursuant to NJAC 6:20-2A.10(E), certify that as of April 30, 2019 the Board Secretary's monthly financial report (Appropriations sections), did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriations balances reflected on the report and the advice of districts officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year. " (Attachment 2b)
- The Board accepts the financial report of the Treasurer of School Monies for the month of April 2019. (Attachment 2c)
- 2d. The Board approves the following resolution: "Pursuant to NJAC 6:20-2A.10(d), we certify that as of April 30, 2019, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a)."
- 2e. The May and June bills list below are approved (list attached):

Bills Payable	\$2,759.406.25
Payroll/Manual Check	\$2,465,794.16
Cafeteria Checks	<u>\$ 53,318.44</u>
Total	\$5,278,518.85

- 2f. Motion to approve additional appropriations for revenues and expenditures for the month of April 2019. These appropriations recognize anticipated revenues. (Attachment 2f)
- 2g. Approve the following voluntary employee payroll deductions for the 2019-2020 school year. These are all employee only contributions at no cost to the Board. Central Bergen Federal Credit Union Axa Equitable-TSA

NJEA Dues Prudential Ins. VALIC-TSA. Lincoln Investment Planning, TSA AFLAC AFLAC (Wageworks) - FSA Lincoln Financial Group-TSA Planconnect - TSA

- 2h. Motion to approve the following list of State Contract Vendors to be used during the 2019-2020 school year. (Attachment 2h)
- 2i. Motion to approve a cash incentive to waive benefits for any employees who waive Dental benefit coverage for the 2019-20 school year that are not entitled to the Health Benefit waiver. The waiver will be effective 7/1/19 6/30/20. The amount of the waiver will be 25% of the cost of the benefit, not to exceed \$5,000, and will be prorated if the employee receives benefits for a partial year or in the event the employee should terminate their employment before the end of the school year.
- 2j. Approve the use of Success Communications Group to provide discounted rates for SBJC classified advertising.
- 2k. Approved the fee schedule for 2019-2020 Outreach Services on a per session or evaluation basis, as attached. (Attachment 2k)
- 21. Motion to approve the Agreement with Christine Doerr, APRN-BC, LLC for Clinical Services for the 2019-20 school year. (Attachment 21)
- 2m. The Board approves the 2019-2020 Anticipated contracts to be renewed, awarded, or to expire during the school year and approves: "Pursuant to PL 2015, Chapter 47 the South Bergen Jointure Commission Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statues and regulation; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et.Seq." (Attachment 2m)
- 2n. Approve the attached list of field trips with cost. (Attachment 2n)
- Approve the attached professional days for the 2018-2019 school year. (Attachment 20)
- 2p. Approve the attached guide for Health Benefit/Prescription Employee Benefit Contribution for the 2019-20 school year for the following groups:

Aides, Substitutes, All 12 month employees, Administrator's Group, Outreach/OT/PT, SBJCEA (Teacher's) Group. (Attachment 2p)

- 2q. Approve the purchase of a new ShorTel telephone system for the Board office in Hasbrouck Heights from Eastern Datacom through State contract #88132 as per the attached quote. (Attachment 2q)
- 2r. Approve the contracts with Douglass Outreach at Rutgers University for program evaluations including written reports with recommendations for our programs at our campuses. (Attachment 2r)
- 2s. Approve the proposal for the Reading/English Language Arts Program with Marlene Zakierski, Ph.D. at a cost of \$175 per hour not to exceed \$5,000. (Attachment 2s)

Action taken:

3. <u>PERSONNEL:</u>

Motion: Seconded:

BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that in compliance with Chapter 116, P.L. 1986 and in accordance with the State of New Jersey Department of Education memorandum dated October 29, 1986 that all new personnel shall be considered to be provisionally hired: and

BE IT FURTHER RESOLVED, that the Superintendent of Schools is hereby directed to comply with State Department directives concerning the State and Federal criminal history background checks of these employees and

BE IT FURTHER RESOLVED, that said new personnel shall be considered provisionally hired until such time as the Department of Education has indicated that they have completed the criminal history background checks of prospective employees and that said employees have satisfied the requirements of Chapter 116, P.L. 1986 at which time said employees shall no longer be provisional; the Business Administrator shall be hereby directed to employ personnel and to take such other personnel actions as indicated.

All appointments upon recommendation of the Superintendent are on an emergent basis, pending completion of a criminal history background check. In addition, all appointments are contingent upon the employee signing a contract in accordance with law and the receipt of favorable reference responses. All aide appointments are contingent upon the employee being available for employment for the month of July 1, 2019 through July 31, 2019. All employments are approved to be paid additional

compensation for the Clubs and Activities Program, Office Support, Home Programming, Home Instruction and Parent Training Home Program on an as-needed basis.

3a. Rescind the appointment of the following personnel to work the 2019 Extended School Year Program.

Name Domnia Cochmon Acco	Position
Ronnie Cashman-Asea	Speech Therapist
Fiorita DiPalma	Speech Therapist
Megan Farrell Ingham	Specch Therapist
Lynne Kump	Occupational Therapist
Kathy LaForge	Paraprofessional
Jessica Medina	Paraprofessional
Joseph Natale	Occupational Therapist
Lisa Russo	Speech Therapist
Nardine Salama	Physical Therapist
Nicole Skelly	Paraprofessional
Elizabeth Thariath	Occupational Therapist
Lori Udina	Physical Therapist
Cheryl Vorisek	Occupational Therapist
Kathy Vukusich	Speech Therapist
Kathleen Watts	Occupational Therapist
Joseph Weidner	Paraprofessional

- 3b. Rescind the resignation of Shalonda Straughn, Paraprofessional that was effective May 30, 2019.
- 3c. Approve the following personnel to work the 2019 Extended School Year Program.

Name	<u>Position</u>	Salary/Rate
Hailey Barteck	Paraprofessional	\$18.50 hourly
Janice Haro	Paraprofessional	\$18.00 hourly
Zaryjah Jones	Paraprofessional	\$17.00 hourly
Mary Kattine	Teacher	\$319.00 per diem
Cassidy Marks	Long Term TOH	\$168.01 per diem
Shalonda Straughn	Paraprofessional	\$20.02 hourly
Christopher Winn	Teacher	\$216.11 per diem

3d. Accept the resignation of the following personnel.

Name	Position	Effective Date
Ira Samantha Aglibut	Physical Therapist	7/1/19

Ariana Bray	Behaviorist	8/1/19
Camelle Hanniford	Paraprofessional	5/18/19
Michael Mowry	Paraprofessional	6/22/19
Jenna Rafferty	Teacher	7/1/19
Auri Salazar	Paraprofessional	7/1/19
Ariel Weinstein	Speech Therapist	7/1/19

3e. Approve the following personnel to be added to the substitute list for the 2019 Extended School Year.

> Jana Devaney Jillian DiGiacinto

3f. Approve the following personal to be added to the substitute list for the 2018-2019 School Year.

> Jillian DiGiacinto Adele Gordon - RN

Approve the following personal to receive longevity for the 2019-2020 school year 3g. per the contract.

Tennant

Roberta Bierman	Kathleen Tennar
Theresa Gallagher	Theresa Eckert
Jennifer Jaslow	Lori Formisano
Julia Scozzafava	

- 3h. Approve the Substitute Teacher/Substitute Paraprofessional list for the for the 2019-2020 School year (attachment 3h)
- 3i Reappoint the 12 month employees with salaries for the 2019-2020 school year, as per the attached. (Attachment 3i)
- 3j. Approve the salary schedule for Teacher and Paraprofessional Home Programming effective July 1, 2019 through June 30, 2020. (Attachment 3j)
- 3k. Motion to approve the contract for Susan Cucciniello as School Business Administrator from July 1, 2019 through June 30, 2020 (Attachment 3k)
- 31. Approved the attached adjusted 2019-2020 salaries for the physical therapist, teachers (attachment 31).
- 3m. Adjust the medical leave of absence for Nastia Imperatore, Teacher from April 11, 2019 - June 20, 2019. Ms. Imperator will be paid sick days during this time. Ms. Imperatore's physician has confirmed her condition.
- 3n. Rescind the resignation of Jacqueline Aguilar, Paraprofessional which was effective May 31, 2019, she will remain as a paraprofessional for the 2019-2020 school year.

- 30. Adjust the resignation of Michael Mowry, Paraprofessional from June 21, 2019 to effective June 15, 2019.
- 3p. Approved the following personnel to be paid an additional \$2,000.00 for the BCBA Certificate as per the Outreach Manual for the 2019-2020 school year.

Christine McLeod Theresa Gallagher Anna Segelbacher

- 3q. Adjust the medical leave of absence for Tiziana Verrillo, Paraprofessional from April 29, 2019 - June 25, 2019. Ms. Verrillo will be paid sick days during this time. Ms. Verrillo's physician has confirmed her condition.
- 3r. Approve the maternity/medical leave under the Family Leave Act for Tina Vaccaro, Business Office Assistant / Benefits Coordinator for the South Bergen Jointure Commission as follows:

July 1, 2019 - September 13, 2019	Medical leave with benefits 12 paid sick days the remaining days unpaid (Due Date: 7/19/19) {Portion of benefits to be paid by employee}
September 14, 2019 - December 9, 2019	Federal and/or State Family Leave, Unpaid with benefits {Portion of benefits to be paid by employee}
December 10, 2019 - January 9, 2020	Three (3) week vacation (15 days)
January 10, 2019 - January 17, 2019	Unpaid days

3s. Adjust the maternity/medical leave under the Family Leave Act for Lauren Rosicki, Principal, for the South Bergen Jointure Commission as follows:

March 11, 2019 - May 14, 2019	Medical leave with benefits 42 paid sick days (Birth: 3/26/19) {Portion of benefits to be paid by employee}
May 15, 2019 - June 3, 2019	12 vacation days

June 4, 2019 - June 5, 2019	2 personal days
June 6, 2019 - July 19, 2019	Federal and/or State Family Leave, Unpaid with benefit {Portion of benefits to be paid by employee}

- 3t. Approved the 2019-2020 Teacher Aide Salary Index (attachment 3t).
- 3u. Approved the 2019-2020 Substitute Rates (attachment 3u).
- Approve the appointment of Megan Beiermeister as a Part Time Paraprofessional -Summer Office help at the hourly rate of \$20.00 effective June 14, 2019-August 31, 2019.
- 3w. Approve the following staff to provide District Home Programming Coordination for July and August 2019 at the 2018-2019 Home Programming Coordinator rate, not to exceed 7 ¹/₂ hours each per month:

Kathleen Tennant Julia Scozzafava

3x. Approve the following STEAM Department staff to work on lab preparation during the months of July and August as needed, up to a total of 5 days. All days worked must be pre-approved by district administrator.

Jill Hagen Randi Schmidt

3y. Approve the following Behavior Department staff to provide new hire and staff trainings during the months of July and August as needed, up to a total of 5 days. All days worked must be pre-approved by district administrator.

Paula Hill	Anna Segelbacher
Kath Tennant	Claudia Balestier
Bonnie Kraft	Christine McLeod
Michelle Keim	Kimberly Bohichik
Julie Callaghan	-

3z. Approve the following School of Leadership staff to work during the months of July and August as needed, up to a total of 7 days. All days worked must be pre--approved by district administrator.

Corey Bladzinski	Sarah Bossio
Tiffany Hughes	Michelle Noriega

Tracey Ismailovski Jas

Jason Markowski

3aa. Approve the following district DEAC members to work during the months of July and August as needed, up to a total of 5 days. All days worked must be pre-approved by district administrator.

Adam Reap	Ranya Dabbagh
Sarah Bossio	Leslie Lang
Danielle Trancucci	Jennifer Winand
Kathy Tennant	Jacqueline Cormier

3bb. Approve the following custodial/aide to work during the month of August as needed, up to a total of 15 days. All days worked must be pre-approved by district administrator.

Torrence Blevins

- 3cc. Approve the appointment of Joy Segreto as School Nurse for the 2019-2020 School at the annual salary of \$82,900.00.
- 3dd. Approve the appointment of Laura Sgalia as a School Nurse for the 2019-2020 School year at the annual salary of \$79,900.00.
- 3ee. Approve the salary adjustment for the following staff who have completed the requirements per the contract effective September 1, 2019. All documents have been provided.

			Adjusted
<u>Name</u>	Position	<u>Degree</u>	<u>Salary</u>
Marisol Campillo	ТОН	MA to MA+15	\$59,620.00
Jacqueline Cormier	O. T.	MA to MA+15	\$69,406.48
Ellen Kriley	O.T.	MA to MA+15	\$116,803.06
Melissa Fontana	ТОН	BA+15 to MA	\$57,895.00
Cristine Potter	ТОН	BA to BA+15	\$54,420.00
Scott Rossig	Principal	MA to MA+15	\$154,950.77
Julia Scozzafava	Behaviorist/TOH	MA to MA+15	\$92,921.90

- 3ff. Approve the appointment of Dinahlee Rodriguez, teacher aide to a long-term substitute/maternity leave replacement for Danielle Trancucci effective July 8, 2019 July 31, 2019. Salary of \$51,695.00 annual/\$168.01 per diem is based on the Teacher's Guide, B.A. step 1 and is prorated for the summer rate.
- 3gg. Approve the appointment of Cassidy Marks, teacher aide to a long-term substitute/maternity leave replacement for Sarah Bossio effective March 21, 2019 -

June 30, 2019 at a salary of \$50,285.00 for this period and is based on the Teacher's Guide, B.A. step 1 and will be prorated.

- 3hh. Approve the appointment of Jeffrey McGowan, as a Teacher of Students with Disabilities effective June 17, 2019 June 30, 2019 and for the 2019 2020 school year. Salary of \$53,985.00 is based on the Teacher's Guide, B.A.+15 step 3 and will be prorated. Approve Mr. McGowan to work the ESY program at the \$175.45 per diem rate.
- 3ii. Approve the appointment of Constina Cousins, as a Paraprofessional at the hourly rate of \$18.00 effective July 8, 2019-July 31, 2019. Approve Ms. Cousins as a Paraprofessional for the 2019-2020 school year at the hourly rate of \$20.00, which is based on the Teachers Aide Index B.A. degree.
- 3jj. Approve the appointment of Bertice Garrett, as a Paraprofessional at the hourly rate of \$17.00 effective July 8, 2019 July 31, 2019. Approve Ms. Garrett as a Paraprofessional for the 2019-2020 school year at the hourly rate of \$19.00, which is based on the Teacher's Aide Index A.A. degree.
- 3kk. Approve the appointment of Stephanie Jackson, as a Paraprofessional at the hourly rate of \$17.00 effective July 8, 2019 July 31, 2019. Approve Ms. Jackson as a Paraprofessional for the 2019-2020 school year at the hourly rate of \$19.00, which is based on the Teacher's Aide Index A.A. degree.
- 3ll. Approve the appointment of Ruthie Flores, as a Paraprofessional at the hourly rate of \$18.00 effective July 8, 2019-July 31, 2019. Approve Ms. Flores as a Paraprofessional for the 2019-2020 school year at the hourly rate of \$20.00, which is based on the Teachers Aide Index B.A. degree.
- 3mm Approve the appointment of Emely Felix, as a Paraprofessional at the hourly rate of \$17.00 effective July 8, 2019 July 31, 2019. Approve Ms. Felix as a Paraprofessional for the 2019-2020 school year at the hourly rate of \$19.00, which is based on the Teacher's Aide Index A.A. degree.
- 3nn. Approve Robert Neilley, Media & Tech Assistant, to be paid an additional \$2,000.00 for the Organic Garden Club for the 2019-2020 school year.
- 300 Approve the maternity/medical leave under the Family Leave Act for Allison Pombo, Paraprofessional, for the South Bergen Jointure Commission as follows:

September 2, 2019 - September 23, 2019	Medical leave with benefits
	7 ¹ / ₂ paid sick days
	(Due Date: 8/23/19)
	{Portion of benefits to be paid by
	employee}

September 24, 2019 - December 15, 2019 Federal and/or State Family Leave, Unpaid with benefit {Portion of benefits to be paid by employee}

3pp. Motion to authorize the superintendent to hire personnel on an emergent basis for the following positions*:

Teacher Aides	School Social Worker
Teacher of the Handicapped	School Psychologist
Teacher of Students with Disabilities	Substitute Teacher
Teacher of Physical Education	Substitute Nurse
Teacher of Music	LDT-C
Behaviorist	World Language Teacher
Speech Therapist	School Nurse
Physical Therapist	Occupational Therapist
District Technology Coordinator	School Health Aide
Teacher of Social Studies	Teacher of Math
Teacher of English	Principal
Supervisor 10 month	Teacher of Reading
e	1
Reading Specialist	Substitute Teacher Aides
Teacher of Science	Assistant Business Administrator
Clerk/Typist/Receptionist	Teacher of STEM

*Board to approve names as submitted by the Superintendent at the July meeting.

Action taken:

4. POLICY:

Motion: Seconded:

4a. Adopt the following Policies/Regulations/By Laws/Procedure (Second Reading): (Attachment 4a)

ByLaw #0141.2	Board Member and Term - Receiving District
Policy #2415.06	Unsafe School Choice Option
Policy #2422	Health and Physical Education
Poliy #2431.1	Practice and Pre-Season Heat-Acclimation for School

	Sponsored Athletics and ExtraCurricular Activities
Regulation #2460.8	Special Education Free and Appropriate Public Education
Policy #4219	Commercial Driver's License Controlled Substance and Alcohol using Testing
Policy & Regulation# #5111	Eligibility of Resident/Nonresident Students
Regulation #5330	Substance Abuse
Policy & Regulation # 5330.04	Administering an Opioid Antidote
Policy #5337	Service Animals
Policy & Regulation #5600	Student Discipline/Code of Conduct
Policy & Regulation #5611	Removal of Students for Firearms Offenses
Policy & Regulation #5612	Assaults on District Board of Education Members or Employees
Policy & Regulation #5613	Removal of Students for Assaults with Weapons Offenses
Policy #5756	Transgender Students
Policy & Regulation #7440	School District Security
Policy & Reguation #8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and other drug offenses
Policy #8561	Procurement Procedures for School Nutrition Program
Policy #8860	Memorials

4b. Approve the following District Affirmative Action Officers for 2019-2020.

Lorraine Rake Ashley Vaughan

4c. Approve the following Affirmative Action Team for the 2019-2020 school year.

Lorraine Rake: Affirmative Action Officer Ashley Vaughan: Affirmative Action Officer Lyzzette Grassi: Head Teacher - Lodi Campus Sean Voorhis: Head Teacher - Maywood Campus Alison Bullaro: Head Teacher - Moonachie Campus Leslie Lang: Head Teacher - South Hackensack Campus

4d. Approve the 2019-2022 Comprehensive Equity Plan.

Action taken:

5. TRANSPORTATION:

Motion: Seconded[.]

5a. Motion to approve the attached 2018-2019 Quote Set 11 (Attachment 5a)

5b. Motion to approve the renewal of special education routes for the 2019-2020 school year (Attachment 5b)

5c. Motion to approve the bid results for May 7, 2019, Non-Public. (Attachment 5c)

5d. Motion to approve the bid results for May 29, 2019, Special Education. (Attachment 5d)

5e. Motion to approve the bid results for May 29, 2019, Athletics and Field Trips. (Attachment 5e)

5f. Motion to approve the attached 2019-2020 Summer Quote Set 1 (Attachment 5f)

5g. Motion to approve the withholding of payment on Route #2567 for Kris Transportation, due to non-performance. Penalty of two times the daily rate in the amount of \$436.00 will be deducted from the May payment.

5h. Motion to approve the withholding of payment on Route #Q554 for Joshua Tours, due to non-performance. Penalty of two times the daily rate for two days in the amount of \$454.00 will be deducted from the May payment.

5i. Motion to approve the withholding of payment on Route #Q579 for Safety Transportation, due to non-performance. Penalty of two times the daily rate for two days in the amount of \$860.00 will be deducted from the May payment.

5j. Motion to approve the withholding of payment on Route #1965 for Valley Transportation, due to non-performance. Penalty of two times the daily rate for three violations for five days in the amount of \$5,344.20 will be deducted from the May payment.

5k. Motion to approve the withholding of payment on Route #2387 for Castro Transportation, due to non-performance. Penalty of two times the daily rate in the amount of \$300.00 will be deducted from the June payment.

51. Motion to approve the withholding of payment on Route #2315 for John Leckie Bus Company, due to non-performance. Penalty of two times the daily rate for two days in the amount of \$217.98 will be deducted from the May payment.

Action taken:

6.FACILITIES AND PLANNING:

Motion: Seconded:

- 6a. Approve the renewal of applications for the temporary instructional space for the Lodi and Maywood Campuses. (Attachment 6a)
- 6b. Approve the Linkage Agreement Addendum between the South Bergen Jointure Commission and the South Hackensack Board of Education for the 2019-2020 school year. (Attachment 6b)
- 6c. Approve the Linkage Agreement Addendum between the South Bergen Jointure Commission and the Moonachie Board of Education for the 2019-2020 school year. (Attachment 6c)
- 6d. Approve the License and Access Agreement between the South Bergen Jointure Commission and Felician University for the 2019-2022 school years. (Attachment 6d)

Action taken:

7. OLD BUSINESS:

8. <u>NEW BUSINESS:</u>

Motion: Seconded:

9. DISCUSSION ITEM:

10. FOOD SERVICE:

Motion: Seconded:

10a. Motion to approve the vended meals agreement between the Moonachie School District and the SBJC for vended meals for the 2018-2019 school year at the following cost:

Breakfast - \$2.10 Lunch - \$3.10

10b. Motion to approve the vended meals agreement between the Carlstadt School District and the SBJC for vended meals for the 2018-2019 school year at the following cost:

Breakfast - \$1.50 Lunch - \$3.10

Action taken:

11. INFORMATION ITEMS:

Motion: Seconded:

Action Taken:

ADJOURNMENT:

Motion: Seconded:

BE IT RESOLVED, that this meeting is adjourned at _____.

Action Taken:

SPECIAL ORDER OF BUSINESS CLOSED MEETING TO PUBLIC ATTENDANCE

June 18, 2019

Motion: Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on June 18, 2019 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated June 18, 2019. The items discussed will be made public at the conclusion of the executive session or at a date not determined at this time.

Action taken:

SOUTH BERGEN JOINTURE COMMISSION CLOSED - MONTHLY MEETING

June 18, 2019

Meeting Opened at _____.

Members Present: Members Absent: Also Present:

Special Order of Business

I. Employee Relations and Negotiations

II. <u>Legal</u>

<u>Adjournment</u>

Motion: Seconded:

BE IT RESOLVED, that this closed session is adjourned at _____.

Action taken: