

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER
WEDNESDAY, JANUARY 16, 2019

7:00 P.M.

AGENDA

- I. **Call to Order:** The New Jersey Open Public Meeting Act of 1975 was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any witnesses business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, the Audubon Board of Education transmitted notice of this meeting, scheduled at 7:00 p.m., in the Audubon High Media Center for a Board Meeting, posted on the Audubon Public School District website, posted copies on Edgewood Avenue at the main entrance (between Chestnut and Pine Street) and the Pine Street Entrance of the high school, to the *Retrospect* newspaper, and filed with the Borough Clerk.
- II. **Flag Salute:** I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.
- III. **Administration of the Oath:** Deborah Roncace, Board Secretary
 Three-Year Term - Allison Cox

IV. **Roll Call**

SY 2017-2019

___ Ammie Davis ___ Joseph Ryan ___ Ed Simpson

SY 2018-2020

___ Marianne Brown ___ Pam Chiaradia ___ Jeff Whitman

SY 2019-2021

___ James Blumenstein ___ Allison Cox ___ Ralph Gilmore

SY 2019 Mt. Ephraim Representative

___ Nancy Schiavo

- V. **Committee Appointments:** Suggested motion to approve the following board members to serve on committees as listed:

Committee	Chairperson	Member	Member	Member	Alternate
Governance	M. Brown	J. Blumenstein	J. Ryan	E. Simpson	N. Schiavo
Operations	A. Cox	A. Davis	R. Gilmore	J. Whitman	P. Chiaradia
Education	E. Simpson	J. Blumenstein	P. Chiaradia	N. Schiavo	J. Ryan
Human Resources	A. Davis	M. Brown	A. Cox	J. Whitman	R. Gilmore

Camden County Educational Services (CCESC) – Marianne Brown

Camden County School Boards Association (CCSBA) – James Blumenstein

Motion to Approve: _____ Second: _____

Roll Call:

___ Marianne Brown ___ Allison Cox ___ Joseph Ryan ___ Ed Simpson
___ James Blumenstein ___ Ammie Davis ___ Nancy Schiavo ___ Jeff Whitman
___ Pam Chiaradia ___ Ralph Gilmore

VI. **Authorizing Executive Session:**

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the **Audubon Board of Education** to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session,” i.e. without the public being permitted to attend; and

WHEREAS, the **Audubon Board of Education** has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the **Audubon Board of Education** will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

 X Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public;

_____ Any matter in which the release of information would impair a right to receive funds from the federal government;

 X Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly;

_____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body

_____ Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

_____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

 X Any investigations of violations or possible violations of the law;

_____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public; Specifically the evaluation of the Superintendent

_____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is undetermined; however, the **Audubon Board of Education** will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene and the **Audubon Board of Education** will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the **Audubon Board of Education** will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the **Audubon Board of Education** hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the **Audubon Board of Education** attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the **Board of Education**, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

VII. **Call meeting to order**

VIII. **Flag Salute**

IX. **THE AUDUBON SPOTLIGHT PROGRAM RECOGNIZES THE FOLLOWING STUDENTS AS STUDENTS OF THE MONTH FOR DECEMBER 2018**

Senior Class
Freddi Garcia

Junior Class
Alexis Sanchez-Brenhuber

Sophomore Class
William Matthews

Freshman Class
Charlotte Coker

Grade Eight
Charles Grady

Grade Seven
Luscia Bartholomew

Grade Six
Adnan Jajaga

Grade Five
Brooke Felli

Grade Four
Morgan Wiltsey

Grade Three
Campbell Robinson

Grade Two
Alaina Furrness

Grade One
Thomas Polizzi

Kindergarten
Tyler Tracy

Pre-Kindergarten
Crowly Wysocki

X. **REPORT:** Student Council Representative: Zachary Olswzeski

XI. **RECESS:**

XII. **APPROVAL OF BOARD MINUTES:**

1. Motion to approve the following minutes:

December 5, 2018 Executive Session

December 5, 2018 Public Session

January 2, 2019 Public Session

Motion to Approve: _____

Second: _____

Roll Call:

___ Marianne Brown ___ Allison Cox ___ Joseph Ryan ___ Ed Simpson
 ___ James Blumenstein ___ Ammie Davis ___ Nancy Schiavo ___ Jeff Whitman
 ___ Pam Chiaradia ___ Ralph Gilmore

XIII. **PARTICIPATION:** (Agenda Items Only)

The board welcomes participation of interested organizations and individuals and will schedule time as appropriate for the public to speak. The board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen minutes, and individual speakers will be limited to five minutes. Reference Bylaws #0167 of the Audubon Public Schools Board of Education Policy Manual.

All motions are voted on by all members unless otherwise marked with a +.

XIV. **GOVERNANCE: Chairperson: Ms. Brown – Committee Members: Mr. Blumenstein, Mr. Ryan, Mr. Simpson, Alternate: Ms. Schiavo**

1. Motion to approve the present Audubon Board of Education By-Laws, Regulations, and Policies for the 2018-19 school year.
2. Motion to approve updated Board Retreat Date from February 2, 2019 to February 9, 2019 from 9:00 am 12:00 pm.
3. Motion to approve the first reading of the following revised policies and regulations listed below.

Regulation	Title	New/Revised
Regulation 1550	Equal Employment/Anti-Discrimination Practices	Revised
Regulation 1613	Disclosure and Review of Applicant’s Employment History	New
Regulation 2431.2	Medical Exams Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad	Revised
Policy	Title	New/Revised
Policy 1550	Equal Employment/Anti-Discrimination Practices	Revised
Policy 1613	Disclosure and Review of Applicant’s Employment History	New
Policy 7425	Lead Testing of Water in Schools	New
Policy 8507	Breakfast Offer vs. Serve	Revised

Policy 8561	Procurement Procedures for School Nutrition Programs	New
Policy 9242	Use of Electronic Signatures	New

Motion to Approve: _____ Second: _____

Roll Call:

___ Marianne Brown ___ Allison Cox ___ Joseph Ryan ___ Ed Simpson
 ___ James Blumenstein ___ Ammie Davis ___ Nancy Schiavo ___ Jeff Whitman
 ___ Pam Chiaradia ___ Ralph Gilmore

XV. **OPERATIONS: Chairperson: Mrs. Cox – Committee Members: Mrs. Davis, Mr. Gilmore, Mr. Whitman, Alternate: Mrs. Chiaradia,**

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the months of July and August 2018. The Board Secretary certifies that no line item account has been over expended 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.
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the months of July and August 2018. The Cash Reconciliation Report and Secretary's reports are in agreement for the months of July and August 2018.
3. Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
4. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (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:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
5. Motion to approve the bills payable list for December 2018 in the amount of \$825,811.32 when certified.
6. Motion to approve the bills payable list for January 2019 in the amount of \$680,307.18 when certified.
7. Motion to approve the following use of facilities requests:

 AHS Audit. June 20 thru Sunday June 23rd from 8:00am-8:00pm Haddonfield Theater Arts Center – contact Scott Lasica 917-445-0982 for a fee of \$1,325.00 (fee includes rate for additional hours on Sunday) payable to AHS

 AHS Audit. Aug. 5th thru Aug. 9th from 8:00am-8:00pm Haddonfield Theater Arts Center – contact Scott Lasica 917-445-0982 for a fee of \$1,000.00 payable to AHS
8. Motion to acknowledge Safety Drills conducted in the District Schools:

Audubon Park Preschool

December 5, 2018 Fire Drill
 December 6, 2018 Lockdown

Haviland Avenue School

December 4, 2018 Fire Drill
December 13, 2018 Lockdown

Mansion Avenue School

December 10, 2019 Lockout
December 14, 2019 Fire Drill

Audubon High School

December 3, 2018 Fire Drill
December 20, 2019 Lockdown Drill

- 9. Motion to approve granting authorization to the superintendent to offer any necessary employment contracts for the 2018-19 school year to be ratified and affirmed at the next regularly scheduled meeting of the Board of Education.

Motion to Approve: _____ Second: _____

Roll Call:

___ Marianne Brown ___ Allison Cox ___ Joseph Ryan ___ Ed Simpson
___ James Blumenstein ___ Ammie Davis ___ Nancy Schiavo ___ Jeff Whitman
___ Pam Chiaradia ___ Ralph Gilmore

XVI. **EDUCATION: Chairperson: Mr. Simpson, Committee Members: Mr. Blumenstein, Mrs. Chiaradia, Ms. Schiavo, Alternate: Mr. Ryan**

- 1. Motion to approve the following field trip requests for the 2018-2019 school year:

12/21/18 HAS/MAS Mr. Ellinwood, Ms. Moore, 1 chaperone, 42 students to Haviland Avenue School: Purpose: Haviland Sing around the Tree: Departure 8:45 am – Return 10:00 am, **School bus \$52.75**

2/1/19 HAS Kdg. Teachers, 12 chaperones, 95 students to Investors Bank Performing Ctr. Sewell: Purpose: To see play "Pete the Cat": Departure 8:45 am – Return 1:00 pm, **School bus \$783.18**

2/22/19 HS Mr. Bantle, Ms. Myers-Griffith, 4 chaperones, 30 students to Moorestown Mall: Purpose: Moorestown Mall – Cinema Tour (Jobs), food court – ordering lunch, mall jobs: Departure 8:30 am – Return 1:15 pm, **School bus \$157.70**

3/8/2019 HS Ms. Bonvetti, 8 chaperones plus nurse, 93 students to Camden County College: Purpose: to expose students to different post- secondary options: Departure 8:30 am – Return 2:15 pm, **School bus \$265.56 Paid by ABOE**

3/26/19 MAS Patricia Snyder, 3 chaperones, 10 students to Virtua Voorhees Hospital: Purpose: Learning about possible Health Careers and doing community service, taking collection of food to Ronald McDonald House: Departure 8:40 am – Return 1:00 pm, **School bus \$142.21 Paid by ABOE**

- 2. Motion to affirm that the Audubon Board of Education is in receipt of the district Harassment. Intimidation and Bullying monthly report as presented by the superintendent, and is in agreement with all actions taken in regard to the incident reported at the December 2018 meeting of the Board of Education.

BULLYING INCIDENTS REPORT			
SCHOOL	Confirmed HIB	Non-HIB	Total
HS #5488	0	1	1
HAS	0	0	0
MAS #5410, #5471	0	2	2

3. Motion to approve the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2018-2019 school year.
4. Motion to approve homebound instruction for the following student:

STUDENT ID#	DATE
01857	Home Instruction effective retroactive to January 15, 2019. The instruction will be for 10 hrs. /wk. for a 6 – 8 week period. The H.I. provider is to be determined.

5. Motion to approve Behavior Therapy Associates, P.A. to conduct Functional Behavior Analyses for both high school and elementary students on an as-needed basis, at the rate range of \$200-240 per hour, effective immediately through June 30, 2019.

Motion to Approve: _____ Second: _____

Roll Call:

Marianne Brown Allison Cox Joseph Ryan Ed Simpson
 James Blumenstein Ammie Davis Nancy Schiavo Jeff Whitman
 Pam Chiaradia Ralph Gilmore

XVII. HUMAN RESOURCES: Chairperson: Mrs. Davis, Committee Members: Ms. Brown, Mrs. Cox, , Mr. Whitman, Alternate: Mr. Gilmore

1. + Motion to accept the resignation from Maureen Genovese, cafeteria aide at Haviland Avenue School, effective retroactive to December 18, 2018.
2. Motion to accept, with best wishes, the letter of resignation with the intent to retire, from Joan Jackson, administrative assistant to the Vice Principal/Registrar at the high school, effective July 1, 2019.
3. Motion to accept, with best wishes, the letter of resignation with the intent to retire, from Mary Anne Kavanaugh, Teacher of English and AP Composition at the high school, effective July 1, 2019.
4. Motion to accept, with best wishes, the revised letter of resignation with the intent to retire, from Christine Wilson, maintenance secretary at the high school, effective September 1, 2019.
5. + Motion to approve Kristin Rotan as a part time preschool teacher at Audubon Park Preschool, on an emergent basis, at 1 BA, \$27,003.24, (prorated) 54%, 19.5 hours per week, effective retroactive to January 7, 2019 through June 30, 2019, pending completion of all district and state requirement.
6. + Motion to approve Corey Swan as a part time instructional assistant at Haviland Avenue School at Step 1, \$14.06 per hour, 29.5 hours, not to include benefits, effective retroactive to January 3, 2019 through June 19, 2019 or the last day for students.

7. + Motion to approve an adjustment in the salary status of Bridget Bialecki for obtaining 30 credits in addition to her Bachelor's degree as follows:

From Step 3 BA (87%) to Step 3 BA (87%) +30 effective retroactive to January 1, 2019.

8. + Motion to approve an adjustment in the salary status of Rosemary Lang for obtaining her Master's degree as follows:

From Step 12 BA to Step 12 MA effective retroactive to January 1, 2019.

9. + Motion to approve the following staff members to facilitate Professional Learning during the March 28, 2019 District in Service:

Kelly Angelone	Becky Gilbert
Christine Brady	Katie Hueber
Natalie Busarello	Ron Latham
Alycia Colucci	Nicole Racite
Deb Costello	Chris Sylvester
Larae Drinkhouse	John Walsh
Christine Fox	

Up to 2 hours of prep at the non-instructional AEA contractual rate of \$30 per hour per staff member

Up to 5 hours of professional development at the AEA contractual rate of \$60 per hour per staff member

10. Motion to approve a request from Larae Drinkhouse, special education teacher at the high school, to invoke the Federal Family Medical Leave Act, effective May 13, 2019 to November 1, 2019.

May 13, 2019 – June 20, 2019 Paid Leave

September 3, 2019 – November 1, 2019 Unpaid Leave

May 29, 2019 - November 1, 2019 Federal FMLA

11. Motion to approve a request from Jessica Lindsay-Barcklow, teacher of mathematics at the high school, to invoke the Federal Family Medical Leave Act, effective April 29, 2019 to October 14, 2019.

April 29, 2019 – June 20, 2019 Paid Leave

September 3, 2019 – October 14, 2019 Unpaid Leave

April 29, 2019 – October 14, 2019 Federal FMLA

Motion to Approve: _____ Second: _____

Roll Call:

___ Marianne Brown ___ Allison Cox ___ Joseph Ryan ___ Ed Simpson

___ James Blumenstein ___ Ammie Davis ___ Nancy Schiavo ___ Jeff Whitman

___ Pam Chiaradia ___ Ralph Gilmore

12. + Motion to approve the following staff and payroll for the 2019 Variety Show.:

Sue Moore	\$35.00 per Hr.
Carl Ellinwood	\$22.00 per Hr.
Brad Rehn	\$22.00 per Hr.
Grace Ingves	\$10.00 per Hr. (AHS Student)

13. Motion to approve the following as district substitutes/home instruction tutors for the 2018-2019 school year, on an emergent basis, pending completion of all district and state requirements.

Nicole Ward	Substitute Teacher
Peter DeFilippo	Substitute Custodian

14. + Motion to approve the following Alvernia University student to complete her student teaching requirement at Mansion Avenue School, as listed:

Student Teacher	Grade/Subject	Dates	Cooperating Teacher
Emily Gallo	Occupational Therapist	January 7, 2019 through March 21, 2019 Fridays only	Palak Arora

15. + Motion to approve the following requests to attend workshops/conferences for the 2018-2019 school year:

School	Cost	Staff Member	Date of Conference	Name of Conference
HAS	\$259.00	Pam Niglio	January 28, 2019	Guided Reading Differentiating Using Small Group Instruction
District	\$450.00	Gregory Smith	January 31, 2019 – February 1, 2019	NJASA Techspo 2019
MAS	\$269.00	Christine Fox	February 1, 2019	Develop Growth Mindset in Mathematics
MAS	\$259.00	Ralph Schiavo	February 5, 2019	Bureau of Education & Research 101 Strategies for Strengthening You're PE Program K-8
MAS	\$450.00	Christine Batra	February 5, 2019 February 7, 2019	Anti-Bullying Specialist Counselors Cohort 3
MAS	\$450.00	Maria McCutcheon	February 5, 2019 February 7, 2019	Anti-Bullying Specialist Counselors Cohort 3
HS	\$450.00	Mike Tomasetti	February 5, 2019 February 7, 2019	Anti-Bullying Specialist Counselors Cohort 3
HS	\$450.00	Wendy VanFossen	February 5, 2019 February 7, 2019	Anti-Bullying Specialist Counselors Cohort 3
HAS	\$259.00	Francine Bechtel	February 6, 2019	Using Number Talks and Practical Manipulatives to Enhance Math Engagement & Learning
HAS	\$259.00	Adrienne McManis	February 6, 2019	Using Number Talks & Practical Manipulative to Enhance Math Engagement & Learning

HAS	\$370.00	Roberta Ignaczewski	February 27, 2019	Math Workstations K - 2
HAS	\$370.00	Blake Zetusky	February 27, 2019	Math Workstations K - 2
HAS	\$370.00	Francine Bechtel	February 27, 2019	Math Workstations K - 2
MAS	\$518.00	Christy Rehn Christine Fox	March 1, 2019	Help Students Develop Self-Regulation Skills to Improve Behaviors and Learning
HS	\$375.00	Tony Carbone	March 12, 2019 – March 15, 2019	Director of Athletics Association of New Jersey

16. + Motion to approve the following list of Adult Volunteers be approved as Coaches & Assistant Coaches for the 2018-2019 Elementary ABC Traveling Basketball Program.

Damien Buton

17. + Motion to approve the following staff for the Haviland Avenue School Theater Club 2019 production of *Seussical Kids* through Audubon Community Education.

Carl Ellinwood	:	\$45.00 per hour
Jillian Long:		\$20.00 per hour
Kate Mueller		\$20.00 per hour

18. + Motion to approve the following Mansion Avenue staff members as advisers for the 5th grade historical play for the 2018-19 school year:

Brad Rehn Carl Ellinwood

19. + Request to approve a Yoga Club Pilot at Mansion Avenue School for students in grade 5 to meet up to 10 sessions from late January until March, 2019. The following teachers as advisers:

Eunice Englehart Jordan Daminger Nicole Racite

20. + Motion to approve Carl Ellinwood to receive the Choral Activities stipend at Mansion Avenue School for the 2018-2019 school year.

21. + Motion to approve Denise Murphy, current part-time teacher within the Audubon Public Schools district, be approved to provide home instruction for 10 hours per week for a 6 – 8 week period, for student ID #01857.

22. Motion to approve the following 2018-2019 extra-curricular contracts.

<u>Name</u>	<u>Position</u>
Roberta Swinney	Choral Activities
Roberta Swinney	Choral Ensemble

23. Motion to approve the additional winter coaching positions for the 2018-2019 season:

PAID:

JV Cheerleading – Jennifer Larson

VOLUNTEERS:

Wrestling – Jared Muckley and Michael Noce

24. + Motion to approve the following mentor for the 2018-19 school year. Novice teacher will compensate mentor as per state regulations and AEA contract:

Novice Teacher	School/Subject	Mentor	Date
Kristin Rotan	PT Elementary School Teacher	Cheri McNellis	Retroactive 1/7/19 – 6/30/19

Motion to Approve: _____ Second: _____

Roll Call:

- | | | | |
|-----------------------|-------------------|-------------------|------------------|
| ___ Marianne Brown | ___ Allison Cox | ___ Joseph Ryan | ___ Ed Simpson |
| ___ James Blumenstein | ___ Ammie Davis | ___ Nancy Schiavo | ___ Jeff Whitman |
| ___ Pam Chiaradia | ___ Ralph Gilmore | | |

XVIII. **REPORTS:**

XIX. Superintendent’s Report

XX. (2018) Program Representatives:

- A. CCESC Rep. Rotation: **Ms. Brown**
- B. CCSBA Rep. Rotation: **Mr. Blumenstein**
- C. AEF Representative: **Mr. Whitman**

XXI. Board Member Comments

XXII. **PUBLIC PARTICIPATION:** (Open Discussion)

The board welcomes participation of interested organizations and individuals and will schedule time as appropriate for the public to speak. The board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen minutes, and individual speakers will be limited to five minutes. Reference Board Bylaws #0167 of the Audubon Public Schools Board of Education Policy Manual.

XXIII. **CLOSED SESSION: (If Necessary)**

- 1. Motion to move board to closed session at approximately _____ pm for the following:
Reconvene at approximately _____ pm.

XXIV. **ADJOURNMENT**

- 1. Motion to adjourn meeting at approximately _____ pm.