

Summary of Minutes
Special Board Meeting
August 29, 2012

The Board of Education of the Wilkes-Barre Area School District held a Special Board Meeting on Wednesday, August 29, 2012. **President, Maryanne W. Toole** called the meeting to order at 7:00 PM.

Dr. Bernard S. Prevuznak led the Pledge of Allegiance to the Flag.

President Toole stated:

- The chair wishes to announce that the Board held an Executive Session on August 21, 2012 and prior to the Special Meeting of August 29, 2012.
- THE SUBJECTS DISCUSSED IN EXECUTIVE SESSION RELATED SOLELY TO MATTERS OF EMPLOYEE RELATIONS, LABOR NEGOTIATIONS, AND/OR THREATENED OR ACTUAL LITIGATION.

Board Secretary Leonard B. Przywara called the roll.

9 MEMBERS PRESENT: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

There were no **Communications from the Superintendent**

There was no **Unfinished Business**

Communications from Citizens

1. Linda Urban, 234 George Avenue, Wilkes-Barre, PA
Ms. Urban informed the Board that she has been a property owner since the age of twenty one (21) and she has been paying taxes to the Wilkes-Barre Area School District for approximately 40 years and noted that that amounts to quite of bit of money over the years. Ms. Urban stated to the Board that she was disappointed along with fellow members of the community, that the Board was considering hiring family members to fill available positions within the Wilkes-Barre Area School District. Ms. Urban questioned as to how many minority teachers were hired within the past ten years and expressed to the Board that she would like to see bilingual teachers hired. Ms. Urban also expressed to the Board that the Board should consider salaries in the area when determining the salary/retirement packages for the incoming Superintendent. Ms. Urban urged the Board to stop nepotism within the District and stated that when the Board hires family members it creates turmoil within the community.

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Dr. Corcoran addressed Ms. Urban's concerns in regard to relatives of Board Members being employed by the District. Dr. Corcoran stated that it is the desire of this Board that the best applicant for the position be hired and went on to note that with all things being equal a Veteran's preference may be applicable. Dr. Corcoran stated that his wife is currently employed by the School District as an ESL teacher associate and to his knowledge she is the only ESL teacher associate that possesses a degree in education. Dr. Corcoran further stated that when a relative of a Board Member applies for a position and they are the most qualified, they can in reality be penalized if the Board does not consider those applicants simply due to the fact that they are related to a seated Board Member.

Mr. Elmy informed Ms. Urban that his wife has worked for the District five (5) years prior to his election to the Wilkes-Barre Area School Board. Mr. Elmy stated that it would be unfair for anyone who has served in a position for five (5) years or any length of time to be prevented from applying for a position that would afford them more hours

2. Francis Sorick, 125 Waller Street, Wilkes-Barre, Pa

Mr. Sorick addressed the Board in regard to instituting a "No Nepotism Policy" and stated that he does not think family members of seated School Board Members should be employed within the Wilkes-Barre Area School District. Mr. Sorick also stated that he would like to have more information provided to the public in regard to matters discussed in Executive Sessions. Mr. Sorick praised the Wilkes-Barre Area School District regarding the Meyers High School Online Program, stating that he believed the program was a great asset.

3. Bob Kadluboski, Wilkes-Barre, PA

Mr. Kadluboski asked if the Board intended to hire any of their relatives at this Board Meeting (August 29, 2012).

Dr. Corcoran and Mr. Elmy responded that their wives were employed by the District and were being considered for positions that would provide additional hours.

Mr. Kadluboski stated that if Mr. Elmy's wife secured a full time position with benefits, Mr. Elmy could decide to relinquish his County insurance, which would then result in substantial costs to the Wilkes-Barre Area School District if he was added to Health Care Coverage that his wife would be entitled to if she obtained a position that provided benefits. Mr. Kadluboski stated that he voted for several of the seated Board Members and noted that Mr. Quinn told the public when he was running for the School Board that he was going to stop the corruption and

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nepotism. Mr. Kadluboski further stated that in the past he has asked Dr. Namey if he made a deal to secure a job for Mr. Quinn's son and a promotion for Mr. Galella's daughter.

Mr. Kadluboski also addressed the Board in regard to the Superintendent's salary; the forensic audit, subpoenas received by the District; and the Hiring Policy.

Mr. Kadluboski stated to the Board that he was told through a third party that one of the Board members and his son made a physical threat toward him (Mr. Kadluboski) and indirectly directed that statement to Mr. Quinn. Mr. Quinn responded to Mr. Kadluboski that this was not true and questioned Mr. Kadluboski's right to impugn the reputation of him (Mr. Quinn) and his son (John Quinn, III)

Mr. Kadluboski asked Mr. Quinn if he made a statement to a third party indicating harming him (Mr. Kadluboski).

Mr. Quinn emphatically stated "NO" to Mr. Kadluboski's question.

Mr. Quinn addressed the issue that was brought up by Mr. Kadluboski regarding his son teaching summer school. Mr. Quinn stated that Dr. Namey was in need of an additional Math teacher and could not find anyone who wanted to teach summer school. Mr. Quinn further stated that his son was asked if he would be willing to teach math in the summer school program and agreed to do so. Mr. Quinn said his son actually did the District a favor by agreeing to teach in the summer school program, due to the fact that Dr. Namey was not able to find another teacher certified in Math who was willing to teach in the summer school program.

4. Tracey Hughes, 73 Spruce Street, Wilkes-Barre, PA

Ms. Hughes addressed the issue of nepotism and stated that she agreed with the Citizens who spoke prior to her this evening, in regard to family members of Board Members obtaining employment within the Wilkes-Barre Area School District. Ms. Hughes asked if any of the family members being considered for positions, applied to any other Districts, noting that there are 16 other Districts within Luzerne County alone. Ms. Hughes also asked why there were some blanks on the personnel report. Ms. Hughes also stated that she realized if a Board Members family member who was currently working for the District was awarded a job with more hours, that the new position would increase their pay, however, Ms. Hughes asked what if any additional benefits they would be entitled to. Ms. Hughes also inquired as to when the Hiring Policy was going to be passed.

Ms. Hughes also expressed to the Board her concern over the low scores the District has received, the number of the schools within the District that are failing and asked when that issue would become a priority with the Board. Ms. Hughes also asked for an update on the Success For All (SFA) Reading Program.

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Mr. Galella expressed to Ms. Hughes that he is very concerned about the scores and also the amount of schools that are in school improvement. Mr. Galella noted that the performance targets in reading and math are increasing every year.

President Toole informed Ms. Hughes that the Curriculum Committee has met with randomly selected SFA teachers and asked them to speak candidly in regard to the Success For All Reading Program (SFA). Mrs. Toole informed Ms. Hughes that the SFA Program was liked by most of the 1st and 2nd grade SFA reading teachers, however; the upper grade teachers did not like the program.

Mr. Latinski noted that the Curriculum Committee will be meeting with Success For All Teachers (SFA) beginning in November and during those meetings will be addressing any changes/adjustments to the SFA Program that may be recommended/required.

President Toole noted that any new reading program needs to be a pilot program, thus allowing the program to be evaluated before being implemented as a reading program for the District. President Toole informed Ms. Hughes that she hopes to see a new reading program in place for the 2013-2014 school year.

Mr. Galella noted that the 5th and 6th grade SFA reading teachers felt the ninety (90) minute periods were too long, however, the 1st to 4th grade SFA reading teachers did not think ninety (90) minutes was too long.

At 7:38 PM the Board went into Executive Session.

The Board returned from Executive Session at 8:44 PM and President Toole read the following statement:

Pursuant to the Pennsylvania Sunshine Act the chair wishes to announce that the Board went into closed or executive session at 7:38 PM. The subjects discussed in Executive Session related solely to matters of employee relations, labor negotiations, and/or threatened or actual litigation.

BUDGET FINANCE COMMITTEE REPORT

Dr. Corcoran presented the following report and recommendations for the Board's approval:

A. ADMINISTRATIVE

1. That approval be given to set 2012-2013 cafeteria prices as listed below:

	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
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Breakfast	.85	.85	.85	.85	.85	.85
Reduced Breakfast	.30	.30	.30	.30	.30	.30
Elementary Lunch	1.30	1.30	1.30	1.30	1.30	1.30
Secondary Lunch	1.50	1.60	1.60	1.60	1.60	1.60
Reduced Lunch	.40	.40	.40	.40	.40	.40
Student Milk	.45	.45	.45	.45	.45	.45
Adult Breakfast	ala carte	ala carte	ala carte	ala carte	ala carte	ala carte
Adult Lunch	2.90	2.90	2.90	2.90	2.90	2.90
Adult Milk	.50	.50	.50	.50	.50	.50

2. That approval be given to renew the District's Volunteer Accident Insurance Policy with National Union Fire Insurance Company of Pittsburgh, PA for the 2012-2013 school year at a premium of \$590.00. The premium for 2011-2012 was \$560.00.
3. That approval be given to renew the District's Commercial Package (Property and Liability), Commercial Automobile and Excess Liability Insurance coverage for the 2012-2013 school year, effective September 1, 2012 with Ohio Casualty, at a combined premium of \$189,365.00. This premium covers a ten (10) month term ending July 1, 2013.

Dr. Corcoran moved, seconded by Mr. Latinski, to adopt the report. The vote was as follows:
9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

CONTRACTED SERVICES COMMITTEE REPORT

Dr. Susek presented the following report and recommendations for the Board's approval:

1. That ratification be given to the 2012-2013 Food Service milk purchases and deliveries as follows:
 - A. Blue Ribbon Farm Dairy – Dodson, G.A.R., Meyers, Solomon/Plains
 - B. West Side Dairy – Coughlin, Flood, Heights/Murray, Kistler, CSC
2. That ratification be given to the engagement of Scartelli Olszewski, P.C., Attorneys At Law, 7 Public Square, Wilkes-Barre, PA 18701 to represent the Wilkes-Barre Area School District in respect to certain matters, in accordance to the terms and conditions as set forth in the "Fee Agreement" as entered into.

Dr. Susek moved, seconded by Mr. Elmy, to adopt the report. The vote was as follows:
8 Ayes: Corcoran, Elmy, Evans, Galella, Latinski, Quinn, Susek, Toole
1 Nay: Katsock – Item #2
1 Abstain: Katsock – Item #1

BUILDING and GROUNDS COMMITTEE REPORT

Dr. Susek presented the following report and recommendations for the Board's approval:

1. **REQUESTS FOR USE OF SCHOOL FACILITIES:**

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DAN FLOOD ELEMENTARY

- a. Big Brothers Big Sisters of The Bridge request permission to use the cafeteria and gym at Dan Flood Elementary on Monday's beginning September 17, 2012 thru May 15, 2013 from 3:00 PM to 5:00 PM for the "Supervised Afternoon Mentoring Program".

DODSON ELEMENTARY

- a. Big Brothers Big Sisters of The Bridge request permission to use the cafeteria at Dan Flood Elementary on Tuesday's beginning September 18, 2012 thru May 15, 2013 from 3:00 PM to 5:00 PM for the "Supervised Afternoon Mentoring Program".

KISTLER ELEMENTARY

- a. Big Brothers Big Sisters of The Bridge request permission to use the gym at Dan Flood Elementary on Wednesday's beginning September 18, 2012 thru May 16, 2013 from 3:00 PM to 5:00 PM for the "Supervised Afternoon Mentoring Program".

Dr. Susek moved, seconded by Ms. Evans, to adopt the report.

All In Favor: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

PERSONNEL COMMITTEE REPORT

Dr. Susek presented the following report and recommendations for the Board's approval:

All appointments are made pending receipt of required clearances.

A. Professional

1. That the status of **Kelly Paul**, BS, be changed from a long term substitute to temporary professional employee, effective August 27, 2012, and be placed on the 2nd Step of the collective bargaining agreement for the 2012-2013 school year.
2. That the status of **Kristen Hudack**, MA, be changed from a long term substitute to temporary professional employee, effective August 27, 2012, and be placed on 2nd Step of the collective bargaining agreement for the 2012-2013 school year.
3. That **Edward Rabel**, MA +54, be appointed as a temporary professional employee for the 2012-2013 school year on the 6th step of the collective bargaining agreement through transfer of entity.
4. That **Jessica (Thomas) De'Angelo**, BA, be appointed as a long term substitute teacher ½ time for the 2012-2013 school year on the 1st Step of the collective bargaining agreement.
5. That **Samantha Page**, BS, be appointed as a long term substitute teacher for the 2012-2013 school year on the 2nd Step of the collective bargaining agreement.
6. That ~~**Glenn Zimmerman**, BA, be appointed as a long term substitute teacher for the 2012-2013 school year on the 1st Step of the collective bargaining agreement.~~ Omit
7. That **Barbara (Sieminski) Stefanoski**, MA, be appointed as a temporary professional employee for the 2012-2013 school year on the 6th Step of the collective bargaining agreement.
8. That **Jennifer Jones**, MA, be appointed as a temporary professional employee for the 2012-2013 school year on the 6th Step of the collective bargaining agreement.

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9. That **Kelly Polacheck**, MA, be appointed as a temporary professional employee for the 2012-2013 school year on the 3rd Step of the collective bargaining agreement.
10. ~~That **Corey Brenner**, BS, be appointed as a long term substitute teacher for the 2012-2013 school year on the 1st Step of the collective bargaining agreement. Omit~~
11. That **Jana Michael**, BS, be appointed as a temporary professional employee for the 2012-2013 school year on the 1st Step of the collective bargaining agreement.
12. That **Stephanie Frank**, BA, be appointed as a temporary professional employee for the 2012-2013 school year on the 4th Step of the collective bargaining agreement.
13. That the status of **Megan Sweeney**, BS, be changed from a ½ time professional employee to a full time professional employee, effective August 27, 2012, and be placed on the 4th Step of the collective bargaining agreement for the 2012-2013 school year.
14. That **Marissa Bradshaw** receive a FMLA, effective October 9, 2012 through November 27, 2012.
15. That **Krista Evanofski** receive a FMLA, effective October 26, 2012 through December 10, 2012.
16. Motion to rescind Item #15 from the Personnel Committee Report of the August 15, 2012 Regular Board Meeting pertaining to the appointment of **Corey Brenner** as a long term substitute; and also a motion to rescind item #16 from the Personnel Committee Report of the August 15, 2012 Regular Board Meeting pertaining to the appointment of **Glenn Zimmerman** as a long term substitute teacher.

B. CLASSIFIED

Secretarial

1. That the status of **Joanne Miller** be changed from a half time substitute ten month secretary to a half time twelve month secretary, effective October 1, 2010.
2. That **Ellen Barber** receive a FMLA, intermittently, for the 2012-2013 school year, effective September 4, 2012.

Para Professional

1. That **Amy Yenason** be granted a temporary unpaid leave of absence from her Para Professional position for approximately six months, (not to exceed a maximum of one year) effective the beginning of the 2012-2013 school year.
2. That the resignation of **Karen Moore** be accepted with regret, effective August 16, 2012.
3. That **Joseph Gallamo** be appointed a 32.5 hour per week Para Professional at a salary in accordance with the Collective Bargaining Agreement, effective August 30, 2012.
4. That **Christine Zak** be appointed a 32.5 hour per week Para Professional at a salary in accordance with the Collective Bargaining Agreement, effective August 30, 2012.
5. That **Joanne Keeffe** be appointed a 32.5 hour per week Para Professional at a salary in accordance

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with the Collective Bargaining Agreement, effective August 30, 2012.

6. That **Mary Claire Corcoran** be appointed a 32.5 hour per week Para Professional at a salary in accordance with the Collective Bargaining Agreement, effective August 30, 2012. Did Not Pass
7. That **Sandra Elmy** be appointed a 32.5 hour per week Para Professional at a salary in accordance with the Collective Bargaining Agreement, effective August 30, 2012. Did Not Pass

Teacher Associates

1. That **Paula Ciaverella** be appointed a 20 hour per week Teacher Associate at a hourly rate in accordance with the Collective Bargaining Agreement effective, September 4, 2012.
2. That the status of **Marie Dankovitch** be changed from a 12.5 hour per week Teacher Associate to a 20 hour per week Teacher Associate at a hourly rate in accordance with the Collective Bargaining Agreement effective, September 4, 2012.
3. That **Patricia Shinko** be appointed as a 12.5 hour per week Teacher Associate at an hourly rate in accordance with the Collective Bargaining Agreement effective, September 4, 2012.

Crossing Guards

1. That **James Burden** be appointed a Substitute Crossing Guard at a salary in accordance with the Collective Bargaining Agreement, effective August 29, 2012.

C. School Athletic Program

1. That due to the reinstatement of the Wilkes-Barre Area School Districts 7th and 8th grade sports program, the following be re-instated to their previous positions as Jr. High Assistant Coaches:

Coughlin Jr. High

Football – Ryan Kittrick
Field Hockey – Desiree Podrasky
Baseball – William Monaghan

G.A.R. Jr. High

Field Hockey – DeizaRae Height
Boys Basketball – Len Martin Jr.

Meyers Jr. High

Field Hockey – Ashley Irwin
Boys Basketball – James McGavin

2. The following appointments are made for the sport season and will be continued on a season to season basis unless the post is declared vacant by the Board of School Directors:

Coughlin
Coughlin

Soccer
Girls Basketball

Jr. High Asst. Coach
Jr. High Asst. Coach

Desiree Boris
Wendy Girman

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Bell	Coughlin	Boys Basketball	Jr. High Asst. Coach	Geoffrey
	Coughlin	Wrestling	Jr. High Asst. Coach	Mark Belles Jr.
	Coughlin	Track	Jr. High Asst. Coach	Billy Kane
	Coughlin	Cross Country	Jr. High Interim Head Coach (max. 1 yr.)	Jared Meehan
	Coughlin	Girls Volleyball	Volunteer Coach	Ashlee LaPlant
	Coughlin	Boys Var.Soccer	Volunteer Coach	Sunday Nah
	Coughlin	Boys Basketball	Volunteer Coach	Derick
Sabbatini				
	G.A.R.	Varsity Football	1 st . Asst. ½ time Coach	Stanley Mirin
	G.A.R.	Football	Jr. High Asst. Coach	Joseph Gallamo
	G.A.R.	Soccer	Jr. High Asst. Coach	Roberto Colin
	G.A.R.	Girls Var. Basketball	Asst. Coach	Mahogany Spence
	G.A.R.	Football	Volunteer Coach	Samuel Jefferson
	G.A.R.	Golf	Volunteer Coach	Scott Napkori
	Meyers	Football	Jr. High Asst. Coach	Jeff Labatch
	Meyers	Soccer	Jr. High Asst. Coach	Chris McGavin

Dr. Susek moved, seconded by Ms. Evans, to adopt the report. The vote was as follows:

- 3 Ayes:** Galella, Latinski, Quinn – Entire Report
4 Nays: Evans, Katsock, Susek, Toole – Classified – Items # 6 & 7
1 Nay: Katsock – Classified – Teacher Associate – Item #1
1 Abstain: Corcoran – Classified – Para Professional – Item #6
1 Abstain: Elmy – Classified – Para Professional – Item #7
Classified – Para Professional – Items #6 & #7 Did Not Pass

New Business

Miss Katsock motioned, seconded by Mr. Latinski and Dr Susek, to authorize the Solicitor and Business Manager to review and evaluate the contract with Step by Step, Inc. and the terms and conditions of the grant received and for those two (2) individuals to provide a report to the Board. The vote was as follows:

9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

Communications from Solicitor

Attorney Wendolowski requested a motion from the Board to authorize the Solicitor to institute tax appeals as recommended by the Real Estate Consultant for the District regarding three (3) properties, PC WB, LP, Brookside Heights Apartments, LLC and Cedar Village Town Homes, LP.

Mr. Latinski motioned, seconded by Ms. Evans and Mr. Galella, to authorize the Solicitor to institute tax appeals as recommended by the Real Estate Consultant for the District regarding three (3) properties, PC WB, LP, Brookside Heights Apartments, LLC and Cedar Village Town Homes, LP. The vote was as follows:

9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

Vice president Evans was no longer present at the Meeting. Ms. Evans left the Meeting at 8:59 PM

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Ms. Katsock presented Resolution #1

RESOLUTION:
TERMINATION OF DON WILKINSON AGENCY, INC. AS SCHOOL REAL ESTATE TAX COLLECTOR
FOR WILKES-BARRE TOWNSHIP.

WHEREAS, the Don Wilkinson Agency, Inc. (DWA), 270 Pierce Street, Suite 105, Kingston, PA was appointed the collector of School Real Estate Taxes for Wilkes-Barre Township for the fiscal year commencing July 1, 2012 under Board resolution dated June 28, 2012, and

WHEREAS, the Don Wilkinson Agency, Inc. (DWA) has recently announced the closing of its tax collection offices,

BE IT RESOLVED, that the Agreement by and between the School District and the Don Wilkinson Agency, Inc. (DWA), regarding the collection of School Real Estate Taxes for Wilkes-Barre Township for the fiscal year commencing July 1, 2012 be terminated, with the School District reserving all its rights as to Don Wilkinson Agency, Inc. and its bonding companies.

September 29, 2012
Wilkes-Barre, PA

Ms. Katsock moved, seconded by Dr. Susek, to adopt the Resolution. The vote was as follows:
8 Ayes: Corcoran, Elmy, Galella, Katsock, Latinski, Quinn, Susek, Toole

Ms. Katsock presented Resolution #2

RESOLUTION:
APPOINTMENT OF BERKHEIMER TAX ADMINISTRATOR AS SCHOOL REAL ESTATE TAX COLLECTOR
FOR WILKES-BARRE TOWNSHIP.

WHEREAS, the School District has terminated the Agreement entered into with the Don Wilkinson Agency, Inc. in respect to the collection of School Real Estate Taxes for Wilkes-Barre Township for the fiscal year commencing July 1, 2012, and

WHEREAS, the School District is desirous of appointing a tax collection agency to continue the collection of School Real Estate Taxes for Wilkes-Barre Township, and

WHEREAS, the Don Wilkinson Agency, Inc., aka Central Tax Bureau has entered into a Cooperation Agreement with Berkheimer Tax Administrator to facilitate the assignment and smooth transition of all contracts with Political Subdivisions in a timely fashion,

BE IT RESOLVED, that approval be given to appoint Berkheimer Outsourcing, 50 North Seventh Street, Bangor, PA 18013, collector of the 2012 School Real Estate Taxes for Wilkes-Barre Township for the fiscal year commencing July 1, 2012.

In addition, it shall be the responsibility of the Tax collector to comply with the duties and responsibilities of the position as contained in the Local Tax Collection Law, Act of May 25, 1945, P.L. 1050, No. 394, and the Pennsylvania

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Department of Community Affairs "Tax Collectors Manual." The Tax Collector must also comply with the procedures and requirements of the District for tax collectors established in its resolution of January 12, 2005.

The Tax Collector shall be required to furnish either a surety or collateral bond as required by the School Code of the Commonwealth of Pennsylvania at the School District's expense.

September 29, 2012
Wilkes-Barre, PA

Ms. Katsock moved, seconded by Mr. Latinski, to adopt the Resolution. The vote was as follows:

8 Ayes: Corcoran, Elmy, Galella, Katsock, Latinski, Quinn, Susek, Toole

Ms. Katsock, motioned, seconded by Mr. Galella, to extend the discount period for Wilkes-Barre Township residents from September 13, 2012 to October 1, 2012. The vote was as follows:

8 Ayes: Corcoran, Elmy, Galella, Katsock, Latinski, Quinn, Susek, Toole

At this time Dr. Corcoran requested that the Board reconsider the appointment of his wife to the position of Para Professional based on the fact that she is the spouse of a Veteran.

There was not a motion to reconsider the appointment.

Board Secretary, Leonard B. Przywara announced the following meeting schedule.

SEPTEMBER - 2012

COMMITTEE MEETING:

MONDAY, SEPTEMBER 10, 2012 – CANCELLED

REGULAR BOARD MEETING:

MONDAY, SEPTEMBER 10, 2012 – 6:30 PM

Dr. Susek moved, seconded by Mr. Latinski, to adjourn the Meeting.

President Toole adjourned the Meeting at 9:07 PM.