

Summary of Minutes
Regular Board Meeting
Monday, March 10, 2014

President, Louis M. Elmy called the meeting to order at 7:00 PM.

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

Board Secretary Leonard B. Przywara called the roll.

9 MEMBERS PRESENT: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

President Elmy stated:

- The chair wishes to announce that the Board held an Executive Session prior to the Regular Board Meeting of March 10, 2014.
- THE SUBJECTS DISCUSSED IN EXECUTIVE SESSION RELATED SOLELY TO MATTERS OF EMPLOYEE RELATIONS, LABOR NEGOTIATIONS, AND/OR THREATENED OR ACTUAL LITIGATION.
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Mr. Quinn presented certificates of recognition to the following athletes:

Brigid Wood- Field Hockey All State and Regional All-American - CHS

Kyra Castano- Honorable mention All-State Field Hockey - CHS

Katie Collieran- 2nd team All-State Field Hockey - CHS

Darik Johnson- 2nd team All-State punter in Football - CHS

Travis Keil- 1st team All-State Soccer - CHS

M'Kensie Lee- 2nd team All-State Field Hockey - CHS

Brea Seabrook- 2nd team All-State Field Hockey – GAR

Ms. Thomas presented the certificate of recognition to the following athlete:

Anthony Khalife- 3rd team All-State Football - CHS

Miss Katsock moved, seconded by Mr. Galella, to approve the minutes of the Regular Board Meeting of February 10, 2014 and dispense with the reading of those minutes. The vote was as follows:

All In Favor: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

There were **no bids to be opened**

Unfinished Business

Mr. Galella motioned, seconded by Mr. Caffrey, that approval be given to donate the portrait of Lt. John V. Curry, which has been restored, cleaned and preserved for posterity to the Luzerne County Historical Society, whose mission is to preserve such notable items in perpetuity. The vote was as follows:

9 Ayes: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

Communications from the Superintendent

Dr. Prevuznak spoke about the Read Across America-Dr. Seuss activities that were recently held in all the Elementary Schools and thanked Dr. Koury and all the Elementary principals for all their efforts to ensure that Dr. Seuss Day was a success. Dr. Prevuznak also thanked all the Board Members who were able to participate in the Dr. Seuss Day activities.

Dr. Prevuznak also acknowledged the Federal Program that was held at Genetti's on Saturday, March 8, 2014 and thanked Ms. Williams, Director of Federal Programs/Grant Writer, for all of her hard work to make the program a success. Dr. Prevuznak thanked the Board Members who were able to attend for their support of the program and also thanked all of the Subject Coordinators who contributed to the success of the program. Dr. Prevuznak stated that the event was well attended and appreciated by students and parents who belong to the Wilkes-Barre Area School District.

Dr. Prevuznak also stated that he has asked the Board to consider putting in place "Senior Saturdays", which would permit seniors to attend classes on three Saturdays; in return the state would forgive six snow days for seniors, thus making it possible for an earlier graduation date.

Communications from Citizens

1. Frank Sorick, 125 Waller Drive, Wilkes-Barre, PA
Mr. Sorick addressed the Board in regard to the Wilkes-Barre Twp. Building and asked the Board if they had any intention of returning possession of the Wilkes-Barre Twp. Building to Wilkes-Barre Twp. Mr. Sorick stated that he would approach Wilkes-Barre Twp. and ask them if they were interested in taking possession of the Wilkes-Barre Twp. Building. Mr. Sorick also thanked the Board in regard to the motion that was brought forward by Miss Katsock and approved by the Board in regard to new clearances being required every three years for employees of Wilkes-Barre Area School District.
2. Mike Raub, 37 Stanley Street, Wilkes-Barre, PA
Mr. Raub, representing the Skyhawk Soccer Association addressed the Board in regard to Gordon Ave. Soccer Field. Mr. Raub informed the Board that the fields required significant improvements and it was the hope of the Skyhawk Soccer Organization that the improvements needed could be accomplished through a joint effort of the Skyhawk Soccer Organization, the City of Wilkes-Barre and the Wilkes-Barre Area School District.

Dino Galella, Chairperson of the Athletic Committee noted that the Gordon Ave. Soccer field is not owned by the Wilkes-Barre Area School District and if the District was able to contribute to improvements at Gordon Ave. Soccer Field, it would be necessary for the District to have the approval of the City of Wilkes-Barre, since they own the Field.

LUZERNE INTERMEDIATE UNIT

Miss Katsock informed the Board that the next meeting of the LIU will be held on Wednesday, March 26, 2014, at 6:30 PM at the Luzerne Intermediate Unit. Miss Katsock noted that all Wilkes-Barre Area Board Members were given copies of the minutes of the previous LIU Board Meeting.

WILKES-BARRE AREA CAREER & TECHNICAL CENTER

Mr. Quinn informed the Board that a Board Meeting of the WBACTC was not scheduled for February and the next meeting is scheduled for Monday, March 24, 2014. Mr. Quinn noted that WBACTC is working on a new shop to provide education in the health care and day care industry.

CURRICULUM COMMITTEE REPORT

Mr. Galella presented the following report and recommendations for the Board's approval:

1. That approval be given to the "Memorandum of Agreement, Regarding ELECT/Project MOM and Young Fatherhood Initiative", by and between the District and the Luzerne Intermediate Unit (LIU), whereby the LIU agrees to provide all services to eligible ELECT students as stipulated in their contract with PDE. The District's prorated share of the required matching program funds total \$5,395.60. This agreement will cover the period July 1, 2013 through June 30, 2014.
2. That permission be granted to the Coughlin High School Marching Band to participate in the South Wilkes-Barre Little League opening day ceremonies on Saturday, April 12, 2014 from 9:30 AM to 10:00 AM.

**Mr. Galella motioned, seconded by Miss Katsock, to accept the report. The vote was as follows:
9 Ayes:** Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

**Mr. Galella motioned, seconded by Miss Katsock, to authorize the Superintendent to amend the current school calendar for the 2013-2014 school year, subject to the approval of PDE. This would include the ability to schedule "Senior Saturdays" in order to provide for an earlier graduation date. The vote was as follows:
9 Ayes:** Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

Mr. Galella noted that the Step By Step Kindergarten and First Grade Reading Program is making progress and would like to thank those individuals in charge of the Step By Step Program along with the coordinators and teachers who work with the program for their dedication and hard work in regard to the progress being made by the Step By Step Program.

Mr. Galella also thanked all individuals who participated in and were responsible for the success of Dr. Seuss Day in all the Elementary Schools within the Wilkes-Barre Area School District.

BUDGET FINACE COMMITTEE REPORT

Mr. Quinn presented the following report and recommendations for the Board's approval:

A. ADMINISTRATIVE

1. That approval be given to the below listed payments:

Contractor	Project	Fund	Cert/Applic. Invoice #	Payment Due
Dunmore Roofing & Supply Co., Inc.	Wilkes-Barre Twp. Roof	Capital Projects	140048	\$32,500.00

2. That ratification be given to the Repository Tax Sale by Northeast Revenue Service, LLC, as agent for the Luzerne County Tax Claim Bureau as follows:

PROPERTY OWNER	PARCEL NO.	PROPOSED BID
John D. Thomas 1-3 Center Street Plains Twp., PA	50-G10SE2-006-016-000	\$500.00

3. That approval be given to exonerate the following listed property owner from the payment of school property taxes. The Pennsylvania State Veterans' Commission for Real Estate Tax Exemption has verified with the Department of Veterans Affairs that the property owner is totally and permanently disabled as a result of service connected causes incurred during a period of war or armed conflict.

PROPERTY OWNER	ADDRESS	EFFECTIVE DATE
Stanley A. Tabaka	90 Marlborough Ave. Wilkes-Barre, PA	May 16, 2013

Summary of Minutes
Regular Board Meeting
Monday, March 10, 2014

4. That approval be given to make final 2012-2013 Budget Line Transfers in accordance with the following listing. The transfers are a result of the year end accounting and auditing adjustments which reconcile the accounts per books to the District's submission of its 2012-2013 Annual Financial Report (AFR).

TO				AMOUNT	FROM				AMOUNT
1300	500	Vocational Ed.	Oth. Svcs	100,000	1100	100	Regular Programs	Salaries	100,000
2100	100	Pupil Personnel	Salaries	175,000	1100	100	Regular Programs	Salaries	175,000
2200	300	Inst. Staff	Prof. Svcs.	50,000	1100	300	Regular Programs	Prof. Svcs.	50,000
2400	100	Pupil Health	Salaries	150,000	1100	100	Regular Programs	Salaries	150,000
2500	400	Business	Prop. Svcs.	50,000	2600	400	Op. & Maint	Prop. Svcs.	50,000
2700	500	Transportation	Oth. Svcs.	250,000	2600	600	Op. & Maint	Supplies	250,000
2700	500	Transportation	Oth. Svcs.	50,000	2600	400	Op. & Maint	Prop. Svcs.	50,000
2700	500	Transportation	Oth. Svcs.	9,900	1600	All	Inst. Adult Ed.		9,900
2800	200	Central	Benefits	25,000	1200	200	Special Ed.	Benefits	25,000
3200	500	Student Activities	Oth. Svcs	220,000	2600	100	Op. & Maint.	Salaries	220,000
3200	600	Student Activities	Supplies	65,000	2600	100	Op. & Maint.	Salaries	65,000
3300	800	Community Svcs.	Other	50,000	1100	100	Regular Programs	Salaries	50,000
5100	800	Debt Svc./Refunds	Other	380,000	2300	100	Administration	Salaries	380,000
5200	900	Fund Transfers		65,000	2300	100	Administration	Salaries	65,000

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal AP Checks 1297-1303 and Federal Wire transfers 201300597-201300598, Chapter I wire transfers from February 1 through February 28, 2014 and Chapter AP checks #1269-1272 were drawn for payment since the last regular meeting of the Board of Education held on February 10, 2014 be approved.

C. That payment be approved for the following General Fund wire transfers for February, 2014 and General Fund checks, #34479-34610 and Food Service checks # 2349-2364 which were drawn for payment since the last regular meeting of the Board of Education held on February 10, 2014.

D. That the checks listed on the following pages # 34611-34817 which have been inspected be approved and that orders be drawn for the respective amounts set down opposite the names of persons or firms.

Mr. Quinn moved, seconded by Mr. Evans, to adopt the report. The vote was as follows:

9 Ayes: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

2 Nays: Evans, Thomas – A - #1

1 Nay: Katsock, – Items: C & D

There was no **ATHLETIC COMMITTEE REPORT**

CONTRACTED SERVICES COMMITTEE REPORT

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

1. That approval be given to enter into a contract with Michael Marino, 210 W. Parkway Road, Bear Creek, PA to provide "Student Transportation" services for the 2013-2014 school year at a cost of \$0.45 per mile. The contractor must provide proof of insurance to the District.
2. That approval be given to enter into an agreement with Mazzitti & Sullivan EAP Services, 3207 North Front Street, Harrisburg, PA 17110 to provide an Employee Assistance Program to District employees, and their immediate family members in accordance with the terms and conditions of said agreement. A complete copy of the agreement (Exhibit "A") is on file in the Office of the Board Secretary and incorporated into this resolution with full force and effect as if same had been pronounced in its entirety herein.

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

9 Ayes: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

BUILDING & GROUNDS COMMITTEE REPORT

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

1. Requests for USE OF SCHOOL FACILITIES:

KISTLER ELEMENTARY

Libby Krokos, LIU Director of Special Education, requests permission to use three (3) classrooms at Kistler Elementary for the "Extended Year Program, ESY". The program will begin July 8, 2014 through August 14, 2014. The program will be held on Tuesdays, Wednesdays and Thursdays from 9:00 AM to 12:00 PM.

E.L. MEYERS HIGH SCHOOL

Mt. Zion Baptist Church requests permission to use classrooms, cafeteria and the auditorium at Meyers High School on Saturday, April 19, 2014 from 8:00 AM to 2:00 PM and Sunday, April 20, 2014 from 7:00 AM to 4:00 PM for the "Mt. Zion Community Easter Service". Mt. Zion will be responsible for all custodial overtime fees incurred and have presented proof of insurance to Wilkes-Barre Area School District.

2. Requests for USE OF GYMS, STADIUM, & FIELDS:

E.L. MEYERS HIGH SCHOOL

Ron Swingle, Varsity Head Wrestling Coach, requests permission to hold the "Annual Mohawk Jr. High Wrestling Tournament" at Meyers High School on Saturday, January 24, 2015 from 6:00 AM to 9:00 PM. The snow day requested is Sunday, January 25, 2015. List of teams participating along with Certificates of Liability will be provided to Wilkes-Barre Area School District one week prior to tournament. No custodial fees will be incurred.

KISTLER ELEMENTARY SCHOOL

Kenneth Dewey, President of South Wilkes-Barre Little League, requests permission to use the cafeteria and gym at Kistler Elementary on March 15, 2014 from 10:00 AM to 1:00 PM for "Little League Tryouts". Proof of insurance has been provided to Wilkes-Barre Area School District. No custodial fees will be incurred.

SOLOMON/PLAINS JR. High

- a. Carl Yastremski, President of Plains Little League, requests permission to use the gym at Solomon/Plains Jr. High on March 15, 2014 from 11:00 AM to 1:00 PM for Baseball and Softball player evaluations. Proof of insurance has been provided to Wilkes-Barre Area School District. No custodial fees will be incurred.
- b. Michael Corcoran, Players Agent, North Wilkes-Barre Little League, requests permission to hold "Little League Baseball Tryouts" at the Solomon/Plains Jr. High gym on Saturday, March 15, 2014 from 9:00 AM to 10:30 AM. Proof of insurance has been provided to Wilkes-Barre Area School District. No custodial fees will be incurred.

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

9 Ayes: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

There was no LEGISLATIVE /FEDERAL REPORT

MATERIAL SUPPLIES REPORT

Mr. Galella presented the following report and recommendations for the Board's approval:

1. That approval be given to authorize and direct certain action necessary for the procurement of natural gas basis (transportation) for fiscal years 2014-2015 and 2015-2016, and tentatively 2016-2017; jointly designating the Superintendent and the Business Administrator for purposes of procuring natural gas; designating an independent third-party consultant to request pricing from qualified, reputable and licensed natural gas suppliers serving the UGI PNG utility territory.

Mr. Galella moved, seconded by Rev. Walker, to adopt the report. The vote was as follows:

9 Ayes: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

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 and any applicable pre-employment drug test.

A. Professional

1. That **Margo Serafini** be appointed an Elementary Principal at a Salary in accordance with the Act 93 Agreement, effective upon all required PDE clearances and documents being submitted.
2. That **Tashara Sheperis** be appointed Special Education Coordinator at a Salary in accordance with the Act 93 Agreement, effective upon all required PDE clearances and documents being submitted.
3. That **Jennifer Wadas** be granted leave under FMLA, beginning on or about April 17, 2014, with her expected return on or about June 3, 2014.
4. That **Jessica DeAngelo** be granted leave under FMLA, beginning on or about May 9, 2014, with her expected return on or about June 6, 2014 pending a physician certification.
5. That the retirement of **Joanne Major** be accepted with regret effective the end of the 2013-14 school year.
6. That the retirement of **Joseph J. Canterini** be accepted with regret effective the end of the 2013-14 school year.
7. That the retirement of **Joseph F. Shafer** be accepted with regret effective the end of the 2013-14 school year.
8. That the retirement of **Joan Bloss** be accepted with regret effective June 30, 2014. (Amended from February 10, 2014 Regular Board Meeting)

9. The following members of the professional staff, having made claim for incentive raise under the Collective Bargaining Agreement and having produced official transcripts listing the graduate credits earned, be granted the following effective **March 11, 2014**:

Bachelor's +15

Corey Brenner
Deborah Wychock

Bachelor's +30

Jason Blazosek
Eileen Spellman

Bachelor's +39

Mary Lynn Hurst

Masters' +9

Michael Bergold
David Gittens
Sarah Kwarcinski
Daniel Vopletti
Lisa Zelinski

Masters' +18

Cecilia Baltusavich
Anthony Mercadante

Masters' +27

Alicia Erwine
Nichole Gordon

Masters' 36

Sherralee Barnak
Meredith Falchek
Kevin Sickle
Jennifer Welgosh

Masters' 45

Leah Cochran

Masters' 54

William Hatzis
Jill Pesotski
Kelly Pryor

B. Secretaries, Paraprofessionals & Aides

1. That **Olivia Hanson** be appointed a para professional at an hourly rate in accordance with the Collective Bargaining Agreement effective upon all PDE required clearances and documents being submitted.
2. That **Sonya Brozowski** be appointed a 12.5 hour a week, Copy Room Aide at an hourly rate in accordance with the Collective Bargaining Agreement effective upon all PDE required clearances and documents being submitted.
3. That **Beth Christian** be appointed a 12.5 hour a week, Copy Room Aide at an hourly rate in accordance with the Collective Bargaining Agreement effective upon all PDE required clearances and documents being submitted.
4. That **Ann Belles** be appointed a 30 hour a week, Teacher Associate at an hourly rate in accordance with the Collective Bargaining Agreement effective upon all PDE required clearances and documents being submitted.
5. That **Joanie Conway** be appointed a 20 hour a week dental hygienist aide for the 2013-2014 school year at an hourly rate in accordance with the Collective Bargaining Agreement effective upon all PDE required clearances and documents being submitted.
6. That the retirement of **Tanya Davis** be accepted with regret, effective February 21, 2014.

7. That the retirement of **Diane Waligun** be accepted with regret effective the end of the 2013-14 school year.

C. Crossing Guards

1. That **Margaret Nelson** be appointed a permanent crossing guard effective March 10, 2014 upon all PDE required clearances and documents being submitted.
2. That **George Krout** be appointed a permanent crossing guard effective March 10, 2014 upon all PDE required clearances and documents being submitted.
3. That the resignation of **Dorothy Petroski** be accepted with regret effective January 29, 2014.
4. That the resignation of **John Grey** be accepted with regret effective March 21, 2014.

D. Athletics

1. 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. All appointment are effective upon all PDE required clearances and documents being submitted.

Meyers	Track	Jr. High Assistant	Don Kemmerer
Coughlin	Boys Volleyball	Assistant	Cameron Guignet
Meyers	Softball	Jr. High Head	Mary Mushock
Meyers	Softball	Jr. High Assistant	Jill Morris
Solomon	Track	Jr. High Volunteer	Matthew Malak
Solomon	Baseball	Jr. High Volunteer	Andrew Jerome
Solomon	Baseball	Jr. High Volunteer	Dwight Rhoades
Solomon	Baseball	Jr. High Volunteer	Michael Corcoran
G.A.R.	Track	Volunteer	Lucas Benton
G.A.R.	Softball	Volunteer	Nicole Krzwicki

2. That the resignation of **Andrew Connell** as Coughlin's Boys' assistant volleyball coach be accepted with regret, effective February 17, 2014.

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

9 Ayes: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

1 Nay: Katsock – B - #1

Ms. Thomas presented Resolution # 1

RESOLUTION

WHEREAS, the recent death of **LEE ALBERT NAMEY** has brought sorrow to his family, friends, and all who knew him; and

WHEREAS, he is the brother of Dr. Jeffrey T. Namey, retired Superintendent of the Wilkes-Barre Area School District and father of Angela Falzone, Teacher Associate for the Wilkes-Barre Area School District; and

WHEREAS he was an educator at Wyoming Valley West High School and West Side Career and Technology Center, where he retired as principal; and

WHEREAS he was elected in 1975 to Wilkes-Barre City Council and served three terms; and

WHEREAS in 1987 he was elected to the first of two terms as Mayor of Wilkes-Barre City; and

WHEREAS, his passing on March 3, 2014 will leave an unfillable void in the lives of all who knew and loved him.

THEREFORE, BE IT RESOLVED, that his death be recorded in the minutes of the Board of School Directors and that the Secretary be instructed to express the sympathy of the members of the Board to his wife, Juanita; his daughters, Angela and Tara; his brother, Dr. Jeffrey T. Namey ; and to his entire family.

Wilkes-Barre, PA
March 10, 2014

Ms. Thomas moved to accept the Resolution by ACCLAMATION

Mr. Quinn presented Resolution # 2

RESOLUTION

WHEREAS, the recent death of **MARTIN T. FLAHERTY** has brought sorrow to his family, friends, and all who knew him; and

WHEREAS, he is the father of Kevin Flaherty, electrician for the Wilkes-Barre Area School District and a former Board Director of the Wilkes-Barre Area School District; and

WHEREAS he served in the U.S. Army during World War II with the 42nd Cavalry Squadron of the 2nd Cavalry Group, which was part of General Patton's Third Army. He also served stateside with the U.S. Army during the Korean War.

WHEREAS, his passing on February 16, 2014 will leave an unfillable void in the lives of all who knew and loved him.

THEREFORE, BE IT RESOLVED, that his death be recorded in the minutes of the Board of School Directors and that the Secretary be instructed to express the sympathy of the members of the Board to his sons, Kevin and Martin Jr.; his daughter, Judith; and to his entire family.

Wilkes-Barre, PA
March 10, 2014

Mr. Quinn moved to accept the Resolution by ACCLAMATION

Rev. Walker presented Resolution #3

RESOLUTION

WHEREAS, the recent death of **DARLENE TELESZ** has brought sorrow to her family, friends, and all who knew her; and

WHEREAS, she is the mother of Tom Telesz, Controller, Wilkes-Barre Area School District; and

WHEREAS, her passing on February 22, 2014 will leave an unfillable void in the lives of all who knew and loved her.

THEREFORE, BE IT RESOLVED, that her death be recorded in the minutes of the Board of School Directors and that the Secretary be instructed to express the sympathy of the members of the Board to her husband Tom; her son, Tom.; daughter Sharon; and to her entire family.

Wilkes-Barre, PA
March 10, 2014

Rev. Walker moved to accept the Resolution by ACCLAMATION.

New Business

Miss Katsock motioned, seconded by Mr. Elmy, to allow the District Business Manager to contact Berkheimer Associates to make Berkheimer aware that the present contract to collect Wilkes-Barre City Real Estate Taxes will not be automatically renewed. The vote was as follows:

9 Ayes: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

Miss Katsock motioned, seconded by Mr. Evans, for an RFP for the collection of Real Estate Taxes for the City of Wilkes-Barre and any other taxes not presently under contract. The vote was as follows:

9 Ayes: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

Mr. Caffrey motioned, seconded by Mr. Evans, that the Board establish a new Safety/Security Committee, comprised of Members of the Board of Directors of the Wilkes-Barre Area School District, in order to continue the efforts of the Board to provide all of the students and employees of the Wilkes-Barre Area School District a safe and secure school environment.

Communications from Solicitor

Attorney Wendolowski stated that in regard to the previous motion for a new Safety/Security Committee, the Members of the Safety/Security Committee will be designated by Board President, Lou Elmy.

Board Secretary Report

Leonard B. Przywara, Board Secretary/Business Manager announced the following Meeting schedule.

April – 2014

Committee Meeting

Monday, April 7, 2014 – 5:30 PM

Regular Board Meeting

Monday, April 7, 2014 – 7:00 PM

Miss Katsock moved to adjourn the Meeting.

President Elmy adjourned the Meeting at 7:40 PM.